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Section B – Supplies or Services and Prices Costs

The Contractor shall provide the personnel and services to support the tasks listed below, as set forth in Attachments A, B, and C. Tasks will be ordered via individual task orders (see Section H1430 and Section I, FAR clauses 52.216-18 and 52.216-19). This contract is a hybrid contract consisting of Cost-Plus-Award-Fee (CPAF), Cost-Plus-Fixed Fee (CPFF), and Cost-Plus-Incentive Fee (CPIF) task orders. The contract itself does not order any of the tasks listed in Section B.

Base Year – February 1, 2002 through January 31, 2003:*National Mapping Program Tasks – DC Metro Area (WBS Series N100):*

<u>CLIN</u>	<u>Task</u>	<u>Order Type</u>	<u>Qty.</u>	<u>Total Est. Cost*</u>
0100	Contract Management	CPAF	1 job	\$-----
0101	Intentionally Blank	---	---	-----
0102	ESIC Reston	CPFF	1 job	\$-----
0103	ESIC DC	CPFF	1 job	\$-----
0104	Cartographic Research	CPFF	1 job	\$-----
0105	Library Services	CPFF	1 job	\$-----
0106	Visitor Center Support	CPFF	1 job	\$-----
0107	Audio Visual Services	CPFF	1 job	\$-----
0108	Cost/Price Analysis	CPFF	1 job	\$-----
0109	Intentionally Blank	---	---	-----
0110	Intentionally Blank	---	---	-----
0111	ASC Archive Management	CPFF	1 job	\$-----
0112	ASC Collection Management	CPFF	1 job	\$-----
0113	Help Desk Support	CPFF	1 job	\$-----
0114	Oracle Programming Support	CPFF	1 job	\$-----
0115	Software Engineering	CPAF	1 job	\$-----
0116	Geographic Information Systems Support	CPFF	1 job	\$-----
0117	Optical Science Laboratory Support	CPFF	1 job	\$-----
0118	Land Surveying Services	CPFF	1 job	\$-----
0119	Imagery Exploitation	CPFF	1 job	\$-----
0120	Antarctic Resource Center Support	CPFF	1 job	\$-----
0121	CAC Secretariat Support	CPFF	1 job	\$-----

*Includes Estimated Costs and Fee.

Section C – Description/Specification/Work Statement

C305 Incorporation of Contractor's Technical Proposal

The below listed portions of the Contractor's technical proposal, dated [____], submitted in response to Solicitation Number [____], are incorporated by reference into the contract:

[_____]

To be completed by the Contractor

The Contractor's technical proposal referenced herein is designated as item (f), following "the specifications," in the clause FAR 52.215-08, "Order of Precedence – Uniform Contract Format".

C380 Background

(a) The mission of the U.S. Geological Survey (USGS) is to provide topographic, geologic, biologic, and hydrologic information that contributes to wise management of the nation's natural resources and that promotes the health, safety, and well being of the people of the United States of America. This information consists of maps, databases, descriptions and analysis of water resources, energy data, mineral resources, biologic and ecological studies, land surface analysis, an understanding of underlying geologic structures and the dynamic processes of the Earth.

(b) The USGS utilizes the coordinated efforts of scientists, engineers, and technical assistants from many different scientific fields to accomplish its mission. It cooperates with other Federal agencies and more than 900 state, county, and municipal agencies, as well as other national and international organizations.

(c) The USGS is made up of four disciplines: Geologic, Water Resource, Biologic Resources, and National Mapping; with other support offices providing appropriate bureau administrative support for these activities.

(d) For a more thorough description and understanding of the USGS and its mission, please visit our public home page at <http://www.usgs.gov>.

(e) The USGS employs nearly 10,000 full- and part-time employees in some 200 field offices. Many of these locations utilize on-site Contractors for portions of their mission. Since use of Contractors varies between Field Offices, all descriptions of required contractor support by location will be covered within the Attachment A, Mission Description. A significant portion of the work described within this contract will be performed at the Reston, Virginia location, Rolla, Missouri location and Lakewood, Colorado location. However, the contractor may be required to supply on-site support at any designated USGS facility. Additionally, Contractor staff will be assigned from time-

SECTION D - PACKAGING AND MARKING

D501 Packaging and Marking - Commercial Practice

(a) Preservation, packaging, and marking for all items delivered hereunder shall be in accordance with standard commercial practice and adequate to insure acceptance by common carrier and safe arrival at destination.

(b) All containers shall be plainly marked on or adjacent to the exterior shipping label to show the contract number, order number (if any), description of contents, and Contractor's name.

D515 Marking -- Magnetic Media (Including Software)

Packages containing software or other magnetic media shall be marked on external containers with a notice reading substantially as follows:

"CAUTION: SOFTWARE/MAGNETIC MEDIA ENCLOSED. DO NOT EXPOSE TO HEAT OR MAGNETIC FIELDS."

--End of Section D--

SECTION E - INSPECTION AND ACCEPTANCE

Listing of Federal Acquisition Regulation (FAR) Clauses Incorporated By Reference (48 CFR Chapter 1):

Clause
Number

Title and Date

52.246-03 Inspection of Supplies--Cost-Reimbursement. APR 1984

E710 Inspection and Acceptance (Modified)

(a) Inspection, acceptance, and rejection decisions will be based upon compliance with the contract/task order specifications.

(b) Written notification of Government acceptance of deliverables will be provided by an authorized inspector or, if one has been appointed, the Contracting Officer's Representative. Written notification of rejection of deliverable items will be furnished by the Contracting Officer.

--End of Section E--

SECTION F - DELIVERIES OR PERFORMANCE

Listing of Federal Acquisition Regulation (FAR) Clauses Incorporated By Reference (48 CFR Chapter 1):

Clause

Number

Title and Date

52.242-15 Stop-Work Order. (AUG 1989) -- Alternate I APR 1984

F911 Period of Performance -- Options (Modified)

(a) The term of the basic and contract option periods are as follows:

<u>Contract Period</u>	<u>Start Date</u>	<u>Completion Date</u>
Basic Contract Period	February 1, 2002	January 31, 2003
First Option Period	February 1, 2003	January 31, 2004
Second Option Period	February 1, 2004	January 31, 2005
Third Option Period	February 1, 2005	January 31, 2006
Fourth Option Period	February 1, 2006	January 31, 2007

(b) As noted above, it is contemplated that four successive one-year option periods may be exercised. This assumes satisfactory performance by the Contractor, a continuing requirement for the services, the availability of funds and a reasonable cost basis. The continuation of the contract beyond the initial contract period is a Government prerogative, not a contractual right.

F916 Period for Exercise of Option to Extend Services

For the purposes described in FAR 37.111, the Government may exercise the option to extend the contract under the clause 52.217-08, "Option to Extend Services", by written notice issued to the Contractor prior to the expiration of the initial contract period or any option period, including any previous extensions under this clause. When such date falls on the last day of a fiscal year, notification must be provided within 7 days after funds are appropriated and available for the new fiscal year.

F918 Designated Work Hours (Modified)

Work hours for the tasks under this contract shall coincide with currently established work hours for government personnel. At the present time, the standard National Mapping Program (NMP) work day is 8 hours not including a ½ hour lunch. Normal flextime work hours are from 6:30 am to 6:30 pm with a mandatory core period of 9:00 am to 3:00 pm. Daily work schedules will be coordinated subsequent to contract/task order award. Overtime will be approved by the written authorization of the Contracting Officer's Representative (COR). See also Section H1387 regarding overtime.

SECTION G - CONTRACT ADMINISTRATION DATA

G1101 Contract Administration Office

(a) This contract will be administered by:

U.S. Geological Survey
Office of Acquisition & Grants
Attn: Contracting Officer
12201 Sunrise Valley Drive, Mail Stop 205K
Reston, VA 20192

Telephone: (703) 648-XXXX

(b) Written communications to the Contracting Officer shall make reference to the contract number and shall be mailed to the above address.

G1102 Contracting Officer's Representative -- Technical Direction

(a) The Contracting Officer will designate a Contracting Officer's Representative (COR) at time of award. The COR will be appointed in writing and a copy of the appointment will be furnished to the contractor. Changes in this delegation will be made by written changes to the existing appointment or by issuance of a new appointment.

(b) The COR will be responsible for technical monitoring of the Contractor's performance and deliveries. The COR is not authorized to perform, formally or informally, any of the following actions:

- (1) Promise, award, agree to award, or execute any contract, contract modification, or notice of intent that changes or may change this contract;
- (2) Waive or agree to modification of the delivery schedule;
- (3) Make any final decision on any contract matter subject to the Disputes Clause;
- (4) Terminate, for any reason, the Contractor's right to proceed;
- (5) Obligate in any way, the payment of money by the Government. Only a warranted Contracting Officer is authorized to obligate funds on this or any other contract action.

(c) The Contractor shall immediately notify the Contracting Officer in writing if the COR has taken an action (or fails to take action) or issues direction (written or oral) that the Contractor considers to exceed the above limitations.

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H1310 Organizational Conflicts of Interest--General

(a) The term "organizational conflict of interest" means a situation where a Contractor has interests, either due to its other activities or its relationships with other organizations, which place it in a position that may be unsatisfactory or unfavorable (i) from the Government's standpoint in being able to secure impartial, technically sound, objective assistance and advice from the Contractor, or in securing the advantages of adequate competition in its procurement; or (ii) from industry's standpoint in that unfair competitive advantages may accrue to the Contractor in question.

(b) The Contractor agrees that, if after award he discovers an organizational conflict of interest with respect to this contract, he shall make an immediate and full disclosure in writing to the Contracting Officer, which shall include a description of the action which the Contractor has taken or proposes to take to avoid, eliminate, or neutralize the conflict. The Government may, however, terminate the contract for the convenience of the Government if it would be in the best interests of the Government.

(c) In the event that the Contractor was aware of organizational conflict of interest prior to the award of this contract and failed to disclose the conflict to the Contracting Officer, the Government may terminate the contract at no cost to the Government.

H1329 Interpretation of Contract Requirements

No interpretation of any provision of this contract, including applicable specifications, shall be binding on the Government unless furnished or agreed to in writing by the Contracting Officer.

H1330 Key Personnel (Modified)

(a) The Contractor shall assign to this contract the following key personnel to the identified positions:

<u>WBS No.</u>	<u>Position</u>	<u>Name</u>
<i>Reston:</i>		
100.1.1	Contract Manager	_____
102.1.1	Senior Information Technician	_____
105.1.1	Senior Librarian	_____
112.1.1	Senior Collection Manager	_____

SECTION I - CONTRACT CLAUSES**52.252-02 Clauses Incorporated by Reference. (FEB 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far/>

Listing of Federal Acquisition Regulation (FAR) Clauses Incorporated By Reference (48 CFR Chapter 1):

<u>Clause Number</u>	<u>Title and Date</u>
52.202-01	Definitions. OCT 1995
52.203-03	Gratuities. APR 1984
52.203-05	Covenant Against Contingent Fees. APR 1984
52.203-06	Restrictions on Subcontractor Sales to the Government JUL 1995
52.203-07	Anti-Kickback Procedures. JUL 1995
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity. JAN 1997
52.203-12	Limitation on Payments to Influence Certain Federal Transactions. JUN 1997
52.204-02	Security Requirements. AUG 1996
52.204-04	Printing/Copying Double-Sided on Recycled Paper. AUG 2000
52.209-06	Protecting the Governments Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. JUL 1995
52.215-02	Audit and Records - Negotiation. JUN 1999
52.215-08	Order of Precedence--Uniform Contract Format. OCT 1997
52.215-10	Price Reduction for Defective Cost or Pricing Data. OCT 1997
52.215-12	Subcontractor Cost or Pricing Data. OCT 1997
52.215-14	Integrity of Unit Prices. OCT 1997
52.215-15	Pension adjustments And Asset Reversions. DEC 1998
52.215-17	Waiver of Facilities Capital Cost of Money. OCT 1997
52.215-18	Reversion or Adjustment of Plans for Post-Retirement Benefits (PRB) Other Than Pensions. OCT 1997
52.215-19	Notification of Ownership Changes. OCT 1997

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR QUOTERS

Listing of Federal Acquisition Regulation (FAR) Clauses Incorporated By Reference (48 CFR Chapter 1):

52.252-01 Solicitation Provisions Incorporated by Reference. (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far/>

Listing of Federal Acquisition Regulation (FAR) Clauses Incorporated By Reference (48 CFR Chapter 1):

<u>Clause Number</u>	<u>Title and Date</u>	
52.204-06	Data Universal Numbering System (DUNS) Number.	JUN 1999
52.215-01	Instructions to Offerors - Competitive Acquisition. -- Alternate I (OCT 1997)	OCT 1997

(1) Mark the title page with the following legend: This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed - in whole or in part - for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of - or in connection with - the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets]; and

52.215-16	Facilities Capital Cost of Money	OCT 1997
52.222-24	Preaward On-Site Equal Opportunity Compliance Evaluation.	FEB 1999
52.222-46	Evaluation of Compensation for Professional Employees	FEB 1993

SECTION M - EVALUATION FACTORS FOR AWARD

Listing of FAR Clauses Included in Full Text (48 CFR Chapter 1):

52.217-05 Evaluation of Options. (JUL 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

M2301 Single Award

Offers will be evaluated on the basis of total aggregate price for all items. Offerors are required to submit prices on each separately priced item and sub line item listed in Section B.

M2317 Evaluation of Cost Realism -- Cost-Reimbursement

(a) The Government will evaluate the reasonableness of proposed costs in accordance with FAR subpart 15.8 and the applicable cost principles in FAR Part 31. In addition, the Government will perform a cost realism analysis to 1) verify the Offeror's understanding of solicitation requirements, 2) assess the degree to which proposed costs accurately reflect the effort described in the technical proposal, and 3) identify apparent inconsistencies with specific solicitation requirements such as effort levels or minimum wage rates, if any.

(b) The Government reserves the right to adjust proposed costs for evaluation purposes if its analysis concludes that such costs may be understated in the Offeror's proposal. If an Offeror's proposed indirect rates are not supported by stable recent rate histories and sound cost and business projections, the Government reserves the right to evaluate the Offeror's indirect costs at a realistic rate or rates determined by the Contracting Officer. Audit-recommended rates for labor, overhead and other indirect costs will be used in evaluating the most probable cost to the Government, unless the Offeror provides convincing evidence to support the use of other rates. If the Offeror agrees to establish ceiling rates for applicable indirect cost categories which are lower than the corresponding rate(s) as recommended by the auditor or determined by the Contracting Officer, the ceiling rate(s) will be used in the evaluation.

M2320 Technical Evaluation Factors

(a) The Contracting Officer will screen the written technical proposals to identify and eliminate any proposals that are so incomplete as to preclude a meaningful evaluation of technical and past performance issues.

(b) The Contracting Officer will review the Offeror's Certification of Mandatory Requirements (see Section L2160). Only those Offeror's proposals who have answered "yes" to all requirements will be forwarded for technical evaluation.

(c) The remaining proposals will be evaluated by a team of qualified Government technical personnel. The evaluation of the written technical proposals will be based on the factors identified below. Point scores will be assigned to each proposal. Points are listed in terms of maximum evaluation points and points will be assigned based on a qualitative assessment performed by the technical committee. There are a total of 1000 possible points. Evaluation factors listed in descending order of importance.

(1) Management Plan and Contract Technical Approach [See Section L2161(f)(1)] (410 points)

Offeror's demonstration of a clear understanding of the Government's requirements and Offeror's description and experience with technical approaches, procedures, techniques and tools to be utilized in support of this requirement will be evaluated. The relative importance of the subfactors of this evaluation factor is as follows:

- (A) Subfactor 1 is more important than Subfactor 2.
- (B) Subfactor 2 is more important than Subfactor 3.
- (C) Subfactor 3 is more important than Subfactor 4 and 5.
- (D) Subfactors 4 and 5 are of equal importance and are more important than Subfactors 6, 7, 8, and 9.
- (E) Subfactors 6, 7, 8, and 9 are of equal importance and are more important than Subfactors 10 and 11.
- (E) Subfactors 10 and 11 are of equal importance.

Subfactor 1- Management Plan (CLIN N100)

The Government will evaluate the Offeror's description of how the contract and work assignments would be managed. Offeror's proposed staffing plan and plan for managing personnel will be evaluated. In addition, an evaluation will be made on how the Offeror proposes to manage the contract transition period based on the assumption of complete responsibility within 30 days after contract start date.

Subfactor 2- Software System Life Cycle and Methodology (CLINs N115, N205, and N305)

The Government will evaluate the Offeror's understanding and past utility of the Carnegie Mellon Software Engineering Institute's CMM for software- Level II principles and practices, and adherence to basic project management processes for tracking cost, schedule and functionality.

Subfactor 3- IT Support Operations (CLINs N113, N114, N203, N204, N303, N304 & N402)

The Government will evaluate the Offeror's prior experience in help desk tracking systems. Offeror's experience in dispersed Oracle enterprise RDBMS coordination will also be evaluated.

Subfactor 4- Geographic Information Systems (GIS) (CLINs N116, N206, & N306)

The Government will evaluate the Offeror's ability to provide the necessary GIS resources on an emergency and/or ad-hoc basis.

Subfactor 5- Technical Information Data Service (CLINs N102 – N107, & N202)

The Government will evaluate the Offeror's prior experience with the administration and operation of a sales office and library for technical data and assistance to public customers concerning inquiries about such data. Experience in planning and development of outreach support services and products, including visitor center operation and pre-production, production, and post-production audiovisual activities will also be evaluated.

Subfactor 6- Warehousing (CLIN N302)

The Government will evaluate the Offeror's prior experience in the warehousing and distribution of information and/or products. Offeror's past experiences of proposed organization successes in continual process improvement environments will be evaluated.

Subfactor 7- NTM Source Management (CLINs N111 & N112)

The Government will evaluate the Offeror's prior experience in facilitating requirements analysis, source searches, acquisition, archiving, and dissemination of National Technical Means (NTM) data to Civil Applications Committee user agencies.

Subfactor 8 – Select Specialized Tasks (CLINs N108, N117, N118, N120, N121, N207, & N602)

The Government will evaluate the strengths of the Offeror's Relevancy Statement as related to resumes and the Position Descriptions required.

Subfactor 9- Imagery Exploitation (CLINs N119, N208, & N307)

The Government will evaluate the Offeror's prior experience in the planning and conducting of interdisciplinary environmental, ecosystems, land characterization, natural resources, hazards, and land management remote sensing applications for research projects using unclassified and classified imagery data.

Subfactor 10 - Security Operations (CLINs N109, N110, & N310)

The Government will evaluate the Offeror's prior experience in the performance of standard and non-standard procedures related to security operations in support of highly classified sensitive compartmentalized facilities. Offeror's ability to provide personnel with current collateral security clearances will also be evaluated.

Subfactor 11- Data Entry (CLIN 308)

The Government will evaluate the Offeror's prior experience in the basic functions for data entry, order processing, file management, mail and fax processing. Offeror's past experiences of proposed organizations successes in continual process improvement environments will also be evaluated.

(2) Past Performance [See Section L2161(f)(2)] (300 points)

References for projects, similar in scope and complexity as the requirements described in Section C382 and Attachment A. Inquiries will be made of the customers referenced in the examples to determine the Offeror's performance of work indicated and to verify the accuracy of the information presented.

(3) Proposed Key Personnel [See Section L2161(f)(3)] (160 points)

Key personnel proposed by the Offeror will be evaluated for technical skills, qualifications, and experience related to the specified requirements.

(4) Small Disadvantage Business Participation [See Section L2161(f)(6)] (60 points)

Each Subcontracting Plan will be evaluated to determine the extent to which it addresses the considerations of FAR Part 19.1202-3

NOTE: Small Business offerors are not required to submit a Subcontracting Plan. In order to get credit for Factor 4, they may either submit a complete subcontracting plan as described in FAR Clause 52.219-09 Small Business Subcontracting Plan Alternate II in this solicitation, or they may submit an abbreviated plan that simply addresses the following items:

Offerors must include: Targets for SDB participation, expressed as dollars and percentages of total contract value, for each of the NAICS Industry Subsectors to be determined; a total target value for SDB participation by the contractor, including joint venture partners, and team members; and a target for SDB participation by subcontractors.

NOTE: Any SDB offeror that waives the price evaluation adjustment in 52.219-23 must provide with its offer a target for the work that it intends to perform as the price contractor.

NOTE: Targets furnished by the successful offeror will be incorporated into and become a part of any resulting contract.

Each plan will also be evaluated for the extent that SDB firms proposed as subcontractors or otherwise part of the team for this project are listed and specifically identified.

NOTE: Any SDB teaming partners or subcontractors specifically identified in the proposal shall be listed in any resulting contract and the contractor is required to notify the Contracting Officer of any substitution of firms that are not SDB concerns.

(5) RFP Suggestions [See L2161(f)(4)] (40 points)

Offerors who responded to the Government on the draft RFP with useful and acted upon suggestions will be evaluated on the relative merits of those suggestions. Offerors that did not respond with suggestions, or did respond, but the Government did not act upon the suggestions, will not receive points for this evaluation criteria.

(6) Proposal Format [See Section L2161(f)(5)] (30 points)

The format of the Offeror's proposal will be evaluated for adherence to the format and order of topics described in Sections C, L, M, and Attachment A including the Work Breakdown Structure (WBS) format where applicable.

M2330 Competitive Range Determination

(a) Following the technical evaluation of proposals, a proposal may be eliminated by the Contracting Officer as being technically unacceptable. For those proposals not eliminated, the Contracting Officer will establish a competitive range of Offerors to participate in the Question and Answer Session. A proposal will be excluded from the competitive range if it contains a major technical deficiency, is so deficient in overall technical content or merit as to preclude meaningful evaluation or negotiations, is not price competitive, or otherwise has no reasonable chance of being selected for award. Technical proposals which are marginally acceptable will not automatically be excluded from consideration if they are reasonably susceptible to being made acceptable and are otherwise competitive. When the nature and extent of revisions required to make a proposal acceptable would be tantamount to submission of a new proposal, the proposal will be excluded from the competitive range.

(b) Offerors in the competitive range will be advised of any significant deficiencies in their proposals and provided an opportunity to improve their offers in the Final Proposal Revision.

M2335 Evaluation and Award--Negotiated (modified)

(a) Evaluation - The following information is provided to all Offerors outlining the evaluation procedures:

- (1) Contracting Officer initial screening of proposals [See M2320(a)].
- (2) Contracting Officer review of mandatory requirement certifications.
- (3) Evaluation of Written Technical Proposals
- (4) Cost/Price Evaluation of Technically Acceptable Offers by Contracting Officer
- (5) Communication Process
- (6) Competitive Range Determination
- (7) Question and Answer Sessions
- (8) Negotiations with Offerors in the Competitive Range
- (9) Request for Final Proposal Revisions (FPRs).
- (10) Final Technical Review of FPRs.
- (11) Final/Best Value Determination by Technical Evaluation Committee (TEC) [see (b) below].

(b) Award

(1) Award shall be made to the Offeror whose proposal, conforming to this solicitation, is determined to be most advantageous to the Government. Other factors include:

- (A) Other cost or price-related factors identified in this solicitation.
- (B) The Offeror's responsibility for award, as defined in FAR 9.104-1, including any special responsibility criteria identified in Section L of this solicitation.
- (C) The Offeror's overall technical merit resulting from application of non-cost or non-price related evaluation factors in provision M2320.
- (D) The Offeror's Question and Answer Session.

(2) In determining which proposal offers the greatest value or advantage to the Government, overall technical merit will be significantly more important than evaluated price or cost to the Government. Price or cost will become the determining factor between proposals judged to be essentially equal in technical merit. While the Government anticipates award based primarily on technical superiority, no award will be made based on superior technical capability when the proposed cost or price is considered unreasonable or when the additional cost or price is not justified by the advantages of an award based on technical superiority.

--End of Section M--

The Government contemplates award of a hybrid contract consisting of cost-plus-award-fee, cost-plus-incentive-fee, and cost-plus-fixed-fee tasks resulting from this solicitation. Contract type is defined within each Contract Line Item Number (CLIN).

52.219-24 Small Disadvantaged Business Participation Program--Targets. (Oct 2000)

(a) This solicitation contains a source selection factor or subfactor related to the participation of small disadvantaged business (SDB) concerns in the contract. Credit under that evaluation factor or subfactor is not available to an SDB concern that qualifies for a price evaluation adjustment under the clause at FAR 52.219-23, "Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns", unless the SDB concern specifically waives the price evaluation adjustment.

(b) In order to receive credit under the source selection factor or subfactor, the offeror must provide, with its offer, targets, expressed as dollars and percentages of total contract value, for SDB participation in any of the North American Industry Classification System (NAICS) Industry Subsectors as determined by the Department of Commerce. The targets may provide for participation by a prime contractor, joint venture partner, teaming arrangement member, or subcontractor; however, the targets for subcontractors must be listed separately.

52.232-38 Submission of Electronic Funds Transfer Information with Offer. MAY 1999

The offeror shall provide, with its offer, the following information that is required to make payment by electronic funds transfer (EFT) under any contract that results from this solicitation. This submission satisfies the requirement to provide EFT information under paragraphs (b)(1) and (j) of the clause at 52.232-34, "Payment by Electronic Funds Transfer--Other than Central Contractor Registration".

- (1) The solicitation number (or other procurement identification number).
- (2) The offeror's name and remittance address, as stated in the offer.
- (3) The signature (manual or electronic, as appropriate), title, and telephone number of the offeror's official authorized to provide this information.
- (4) The name, address, and 9-digit Routing Transit Number of the offeror's financial agent.
- (5) The offeror's account number and the type of account (checking, savings, or lockbox).
- (6) If applicable, the Fedwire Transfer System telegraphic abbreviation of the offeror's financial agent.

(7) If applicable, the offeror shall also provide the name, address, telegraphic abbreviation, and 9-digit Routing Transit Number of the correspondent financial institution receiving the wire transfer payment if the offeror's financial agent is not directly on-line to the Fedwire and, therefore, not the receiver of the wire transfer payment.

52.233-02 Service of Protest (AUG 1996) Department of the Interior (JUL 1996) (Deviation)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgement of receipt from the office designated for receipt of handcarried bids or proposals (Block 9 on Standard Form 33).

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(c) A copy of the protest served on the Contracting Officer shall be simultaneously furnished by the protester to the Department of the Interior Assistant Solicitor for Procurement and Patents, 1849 C Street, NW, Room 6511, Washington, DC 20240.

52.252-05 Authorized Deviations in Provisions. (APR 1984)

(a) The use in this solicitation of any Federal Acquisition Regulation (48 CFR Chapter 1) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the provision.

(b) The use in this solicitation of any Department of the Interior Acquisition Regulation (48 CFR Chapter 14) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

Listing of Department of the Interior Acquisition Regulation (DIAR) Clause Included in Full Text:

1452.215-71 Use and Disclosure of Proposal Information. (APR 1984)

(a) Definitions. For the purposes of this provision and the Freedom of Information Act (5 U.S.C. 552), the following terms shall have the meaning set forth below:

(1) "Trade Secret" means an unpatented, secret, commercially valuable plan, appliance, formula, or process, which is used for making, preparing, compounding, treating or processing articles or materials which are trade commodities.

(2) "Confidential commercial or financial information" means any business information (other than trade secrets) which is exempt from the mandatory disclosure requirement of the Freedom of Information Act, 5 U.S.C. 552. Exemptions from mandatory disclosure which may be applicable

to business information contained in proposals include exemption (4), which covers "commercial and financial information obtained from a person and privileged or confidential," and exemption (9), which covers "geological and geophysical information, including maps, concerning wells."

(b) If the offeror, or its subcontractor(s), believes that the proposal contains trade secrets or confidential commercial or financial information exempt from disclosure under the Freedom of Information Act, (5 U.S.C. 552), the cover page of each copy of the proposal shall be marked with the following legend:

"The information specifically identified on pages _____ of this proposal constitutes trade secrets or confidential commercial and financial information which the offeror believes to be exempt from disclosure under the Freedom of Information Act. The offeror requests that this information not be disclosed to the public, except as may be required by law. The offeror also requests that this information not be used in whole or part by the government for any purpose other than to evaluate the proposal, except that if a contract is awarded to the offeror as a result of or in connection with the submission of the proposal, the Government shall have the right to use the information to the extent provided in the contract."

(c) The offeror shall also specifically identify trade secret information and confidential commercial and financial information on the pages of the proposal on which it appears and shall mark each such page with the following legend:

"This page contains trade secrets or confidential commercial and financial information which the offeror believes to be exempt from disclosure under the Freedom of Information Act and which is subject to the legend contained on the cover page of this proposal."

(d) Information in a proposal identified by an offeror as trade secret information or confidential commercial and financial information shall be used by the Government only for the purpose of evaluating the proposal, except that (i) if a contract is awarded to the offeror as a result of or in connection with submission of the proposal, the Government shall have the right to use the information as provided in the contract, and (ii) if the same information is obtained from another source without restriction it may be used without restriction.

(e) If a request under the Freedom of Information Act seeks access to information in a proposal identified as trade secret information or confidential commercial and financial information, full consideration will be given to the offeror's view that the information constitutes trade secrets or confidential commercial or financial information. The offeror will also be promptly notified of the request and given an opportunity to provide additional evidence and argument in support of its position, unless administratively unfeasible to do so. If it is determined that information claimed by the offeror to be trade secret information or confidential commercial or financial information is not exempt from disclosure under the Freedom of Information Act, the offeror will be notified of this determination prior to disclosure of the information.

(f) The Government assumes no liability for the disclosure or use of information contained in a

proposal if not marked in accordance with paragraphs (b) and (c) of this provision. If a request under the Freedom of Information Act is made for information in a proposal not marked in accordance with paragraphs (b) and (c) of this provision, the offeror concerned shall be promptly notified of the request and given an opportunity to provide its position to the Government. However, failure of an offeror to mark information contained in a proposal as trade secret information or confidential commercial or financial information will be treated by the Government as evidence that the information is not exempt from disclosure under the Freedom of Information Act, absent a showing that the failure to mark was due to unusual or extenuating circumstances, such as a showing that the offeror had intended to mark, but that markings were omitted from the offeror's proposal due to clerical error.

L2101 Inquiries

(a) Offerors are expected to examine the solicitation, including documents attached or referenced therein. Failure to do so will be at the offeror's risk. Inquiries about any aspect of this solicitation must be addressed to the Contracting Officer named on page 1 (Block 10 on SF 33). Where possible, inquiries must be submitted in writing, by facsimile, or by electronic mail to mrussell@usgs.gov. Electronic mail is not secure and must not contain any proprietary information.

(b) Oral explanations or instructions given before the award of the contract will not be binding on the Government. Any information given to a prospective offeror which modifies the Government's requirements or solicitation procedures, or the lack of which would be prejudicial to any other prospective offerors, will be issued in writing by amendment to the solicitation. Offerors are requested to submit inquiries at least ten (10) days prior to the scheduled solicitation closing date, to permit timely dissemination of information to potential offerors.

(c) Prospective offerors are cautioned against contacting Government technical personnel in regard to this solicitation prior to award of this procurement, except under the guidance or direction of the Contracting Officer. If such a contact occurs and is found to be prejudicial to competing offerors, the offeror making such a contact may be excluded from award consideration.

L2102 Incurring Costs

The Contracting Officer is the only person who can legally obligate the Government for the expenditure of public funds. Costs shall not be incurred by recipients of this solicitation in anticipation of receiving direct reimbursement from the Government. It is understood that your proposal will become part of the official file on this matter without obligation to the Government.

L2105 No Offer Response

If you do not plan to submit a response to this solicitation, but want your firm to remain on our

solicitation mailing list for future, similar requirements, please complete and return the "NO OFFER ON SOLICITATION" form provided.

L2106 Hand Carried and Courier Delivered Proposals

(a) When proposals are hand-carried or sent by courier service, the offeror is responsible for insuring that the offer is received at the place and by the date and time specified in Block 9 of the Standard Form 33. All offers must be closed, sealed and addressed as if for mailing and fully identified on the sealed envelope or container. If a hand carried proposal is inadequately marked or is delivered to a location other than the building and room specified in the solicitation, such mismarking and/or misdelivery will be presumed to be the primary cause if the proposal is not received at the specified location by the specified date and time.

(b) If you use an overnight delivery service, make sure the service will deliver the package to the specified room location, rather than offering only door-to-door service. When the courier delivers documents to a central mailroom or loading dock facility, the items typically will not be received in the designated room location for one or more workdays.

(c) Offerors are advised that all packages, including courier or other hand-delivered proposals are subject to search and/or x-ray upon entering the USGS facility.

L2107 Electronic Transmission of Offers

(a) Proposals submitted through facsimile equipment (or telecopier) or by electronic mail will not be considered. However, offers may be modified or withdrawn by written notice transmitted by facsimile equipment. This provision is not intended to restrict use of documents electronically transmitted to commercial carriers for hard-copy delivery to the office designated for receipt of offers (e.g., zap mail), provided such documents contain an authorized signature sufficient to bind the offeror.

(b) The Government is not responsible for any failure attributable to transmission or receipt of the facsimile document, including but not limited to (1) garbled, incomplete or illegible submissions, (2) availability, condition, speed, or compatibility of receiving facsimile equipment, (3) delays in transmission or receipt, (4) failure of the offeror to properly identify the transmitted document, or (5) security of proposal data. The Government is not obligated to provide alternate facsimile locations in the event the designated equipment is busy, inoperable, or incompatible with sending equipment and is not obligated to take extraordinary measures to insure that transmitted documents are relayed from the receiving equipment to the place designated for receipt of offers. A facsimile submission that does not arrive, in its entirety, at the place, and by the time, specified in the solicitation for receipt of offers will be regarded as late.

(c) Facsimile submissions must be preceded by a cover sheet identifying the sender, Contracting Officer, solicitation number and brief description, closing date and time, and the nature of the transmission (i.e., Amendment No. 2). Transmissions may be sent to the following number:

(703) 648-7901.

L2112 Involvement of Current and Former Government Employees

(a) Awards to current Government employees, or firms owned or controlled by them, their spouses or minor child, are restricted by FAR 3.601 to exceptional cases approved by the Head of the Contract Activity. Restrictions regarding current employees apply to regular employees and special employees (such as WAE), as those terms are defined in 43 CFR Section 20.735-1. To avoid an appearance of impropriety, preferential treatment, or unfair competitive advantage, the Geological Survey has established additional disclosure and review requirements for awards to or involving forms USGS regular employees.

(b) The prospective Contractor must provide a disclosure statement in its proposal identifying any current Government employees or former USGS employees who will be involved in the proposal and/or resultant contract and the nature of their involvement or financial interests, if

(1) The offeror is a current Government employee, such employee's spouse or minor child, or a former USGS employee;

(2) The offeror is a business concern substantially owned or controlled by one or more current Government employees or such employee's spouse or minor child or a former USGS employee; or

(3) The offeror has employed in the preparation of this proposal or plans to employ on any contract resulting from this solicitation a current Government employee or former USGS Employee.

(c) Disclosure requirements regarding former employees are limited to former regular employees of the USGS whose USGS employment terminated within two years prior to submission of this proposal.

L2115 Independent Review of Protests to the Agency

Interested parties may request an independent review at a level above the Contracting Officer of protests filed directly with the agency. This review is available as an appeal of the Contracting Officer's response to the protest. Requests for independent review shall be submitted to the Chief of the acquisition office issuing the solicitation, who will designate the official(s) to conduct the independent review.

L2135 Base and Award Fee (Applicable to Cost-Plus-Award Fee CLINs only)

For purposes of this solicitation, offerors shall propose a base fee of [to be completed]% of the

estimated cost. Proposed award fee must not exceed [to be completed]% of the estimated cost.

L2149 Subcontracting Plan Requirements (Modified)

(a) The clause FAR 52.219-09 requires the apparent successful offeror to submit an individual contract subcontracting plan or a company-wide or division-wide annual plan. This requirement does not apply to small business offerors. The requirement may also be waived when (1) the work is to be performed entirely outside of any state, territory or possession of the United States, the District of Columbia and the Commonwealth of Puerto Rico; (2) the contract, including all future modifications, will not exceed \$500,000; or (3) the Contracting Officer determines that the resultant contract does not offer subcontracting opportunities.

(b) Offerors shall specifically describe the subcontracting effort and identify the labor categories (in whole or in part) being subcontracted for each period. Offerors should supply the company's name and addresses of proposed subcontractors, if known. In addition, offerors shall provide examples to demonstrate previous performance in achieving the goals of proposed subcontracting plans.

(c) An individual subcontracting plan must be submitted with the initial proposal and must cover the elements included in FAR 52.219-9(d). Attachment [to be completed] provides a suggested format for the individual subcontract plan. The Contracting Officer must make an affirmative determination regarding the acceptability of the subcontracting plan as one of the elements in determining eligibility for award.

L2150 Written Proposal Format and Submission Instructions (Modified)

(a) Proposals, signed by an official authorized to bind the offeror, shall set forth full, accurate, and complete information as required by this solicitation. The penalty for making false statements is prescribed in 18 USC 1001. Failure to furnish full and complete information requested may cause an offer to be determined unacceptable.

(b) In responding to this solicitation, offerors must prepare and submit the indicated numbers of copies of the following documents, which constitute the offeror's complete written proposal. In addition to the written proposal, offerors determined to be in the competitive range will be requested to participate in a Question and Answer Session covering specified subjects to be considered in the overall best value award determination.

(1) Part I of the solicitation (Standard Form 33 cover page, Section B, and all other pages containing offeror fill-ins) -- One original;

(2) Signed acknowledgement copies of solicitation amendments (if any) -- One original;

(3) Section K, Representations, Certifications and Other Statements of Offerors -- One original;

(3) Certification Regarding Mandatory Requirements (See L2160) -- One original;

- (5) Written Technical Proposal (See L2161.) -- Original and 6 copies;
 - (6) Business Management Proposal (See L2170.) -- Original and 2 copies;
 - (7) Subcontracting Proposal/Plan (See L2149.) – Original and 2 copies;
 - (8) Statement of Exceptions and Conditions -- Original and 2 copies. Provide a listing of any exceptions, conditions, clarifications or other potentially conflicting interpretations of contract clauses, specifications or other requirements that the offeror makes in the proposal. The listing should identify the nature of the exception or condition and provide a cross-reference to the location in the technical, business or other part of the proposal where the exception or condition is more fully described or explained.
- (c) After award of the contract, one copy of each unsuccessful proposal will be retained in the contract file and all other copies will be destroyed. Additional copies of the successful proposal(s) will be retained only as needed for contract administration and monitoring.

L2160 Offeror Certification of Mandatory Requirements

The Offeror shall place a “X” beside one answer only in response to each question posed below. If a “Yes” answer is indicated, provide the information requested. These questions relate to the mandatory requirements stated in Section C382. A negative answer to any one of the following questions shall be cause to reject the offeror’s proposal from further evaluation and consideration for a contract award:

- (a) Do either the prime or subcontractor(s) have prior experience with the administration and operation of a sales office of technical data and assistance to public customers concerning inquiries about such data?

Yes _____. No _____. If yes, provide the name, address, contact point, and telephone number of customer(s).

- (b) Do both the prime and all software engineering/software development subcontractor(s) have Capability Maturity Model® (CMM®) Level 2 Certification ?

Yes _____. No _____. If yes, provide either CMM certification(s) or points of contact with telephone numbers for verification.

- (c) Do both the prime and applicable subcontractor(s) have a Commercial and Government Entity (CAGE) Code?

Yes____. No _____. If yes, provide CAGE Code Numbers.

(d) Do either the prime or the subcontractor(s) have warehousing and distribution of products and management of archival data and products experience?

Yes_____. No_____. If yes, provide the name, address, contact point, and telephone number of customer.

(e) Do either the prime or the subcontractor(s) have system administration experience in UNIX and NT databases and Oracle database administration.

Yes____. No _____. If yes, provide the name, address, contact point, and telephone number of customer.

L2161 Written Technical Proposal Instructions (Modified)

(a) Your proposal should be straightforward and free of extraneous information. Written technical proposals will be evaluated without reference to proposed prices/costs. Therefore, no references to price or cost may be included in your technical proposal. If helpful, technical proposals should include information on staffing levels and/or estimated levels of effort, but such data should not include dollar rates or costs.

(b) Simply repeating or paraphrasing the specifications or statement of work does not constitute an acceptable technical proposal. Technical proposals must demonstrate how the offeror proposes to meet stated requirements or goals, and that the offeror has the necessary understanding, expertise, facilities, personnel, and experience to successfully accomplish the proposed work.

(c) The technical proposal should contain (1) identifying cover page; (2) table of contents; (3) listing(s) of tables, drawings, and/or exhibits, if any; and (4) a short introduction or summary describing the overall approach, if desired.

(d) The written technical proposals shall be limited to 40 typewritten pages (1-inch margins and a minimum of 12 characters per inch font). This includes all text and supporting charts, matrices, Relevancy Statement [see L2161(f)(1)(D)(ii)(b)], etc. The 40-page limit does not include documentation of related past projects, past performance, resumes, Contractor personnel qualifications requirements matrices, and the Organizational Conflict of Interest Plan. Offerors submitting proposals containing more than the maximum number of stated pages are advised that the Government will not evaluate any pages beyond the maximum number. Items in paragraph (c) above are not included in the 40-page maximum.

(e) The main body of the written technical proposal must provide sufficient information and detail to permit the evaluators to score the proposal on each of the factors listed in Section M. The technical proposal shall also follow the format and order of topics described in Sections C, L, M, and the Mission Description (Attachment A) in order to facilitate evaluation. Wherever applicable

the Work Breakdown Structure (WBS) format from the Mission Description (Attachment A) shall be used or referenced (e.g., proposed personnel).

(f) There is a total of three sections to the written technical proposals. The offeror's written technical proposal shall follow the order and format described below in order to facilitate evaluation. The Work Breakdown Structure (WBS) format shall be used or referenced whenever applicable. Adherence to this format will be one of the evaluation factors. The offeror shall respond fully and completely to all sections of the solicitation package and to the elements that are described below.

(1) Management Plan and Contract Technical Approach

As specified in Section C and Attachment A, the offerors' descriptive statement will be construed as a precedent for staffing all task orders arising under this contract. Therefore, offerors must demonstrate a clear understanding of the Government's requirements, provide a concise description of how the contract and task orders would be managed, present organization and logistical details, and contract technical approaches in the following areas:

(A) Managing the Contract

(i) Describe your general approach to how you will manage the contract and provide for each of the requirements specified in Section B and Attachment A.

(ii) Describe how you would manage subcontractors if you would need to use them. List the names and addresses of the subcontractors and consultants you would call on and the applications they would support, if any.

(iii) Transition Plan - Describe how you would manage the contract transition period based on the assumption of complete responsibility within 30 days after contract start date. Include any problems or work backlogs that may be encountered and their resolution.

(iv) Describe/demonstrate how requirements for personnel performing work in a secured environment will be satisfied. Indicate the willingness to permanently certify Sensitive Compartmented Information (SCI) accesses to the USGS for up to one (1) year.

(v) Describe how you would control costs on varying task order types.

(vi) Describe how your accounting procedures are used to keep track of task order costs and to report those costs to the Government using the Work Breakdown Structure (WBS) described herein.

(vii) Describe your procedures for reporting task order progress to your company; to the agency's COR; and to the agency user.

(viii) Describe your plan for responding to requests for temporary off-site performance outside

the primary areas.

- (ix) Quality Assurance Plan - Describe your established system of quality assurance. Give examples of how you have used this system in the past. Include your approach to providing various quality assurance techniques to different task order types.
- (x) Describe your experience developing and implementing Configuration Management Plans.
- (xi) Provide your Organizational Conflict of Interest Plan (see Section H1310).

(B) Managing Task Orders

- (i) Demonstrate your understanding of project control procedures and automated tools used to plan, track, and control task orders. Indicate applicable experience with these procedures and tools.
- (ii) Describe your procedures for handling emergency requests. Cite specific examples of corporate experience in successfully managing tasks that required an unusually quick turn-around time.
- (iii) Describe facets of the organizational structure, procedures in place, or other mechanisms that promote flexibility in responding to customer support requests.
- (iv) Describe the approach to be used for handling problem situations and for effecting expeditious resolution via communications with Government personnel.

(C) Staffing Plan and Managing Personnel

- (i) Indicate your knowledge of current labor market conditions to obtain personnel with the appropriate skills and abilities to satisfy the requirements described in Attachment A. Describe your procedures to recruit qualified personnel to provide the Government with skills outlined in the requirements and to fill vacancies as they occur.
- (ii) Describe your procedures to retain the highest quality personnel and to minimize personnel turnover. Include employee benefits and the basis for pay raises, career incentives, awards, and training.
- (iii) Describe your procedures to provide personnel with collateral security clearances and SCI access in a timely manner. Indicate which SCI accesses the offeror and/or subcontractor(s) currently hold.
- (iv) Describe the methodologies to be used in work force expansions, reductions, and skill mix adjustments due to fluctuations in the workload. The described methodologies should accomplish the changes in a timely manner and in conformance with professional standards. Describe any pertinent experience using the described methodology.

(v) Provide approach to be used for assigning staff to different types of applications and sizes of tasks involving different combinations of functions.

(D) Contract Technical Approach

(i) For Tasks N102 through N107, N109 through N114, N119, N202 through N204, N206, N208, N302 through N304, N306, N307, N310, and N402: Offerors must demonstrate that they utilize approaches, procedures, and techniques that are effective and appropriate for support of the requirements. At a minimum, describe how your organization can satisfy the requirements listed in Section B and Attachment A. The descriptions shall include the responsibilities and qualifications deemed appropriate to satisfy these requirements. Address collateral security clearance requirements as appropriate.

(ii) For Tasks N108, N117, N118, N120, N121, N207, and N602: (a) Offerors shall provide resumes for the following WBS items:

108.1.1 Cost/Price Analyst
117.2.1 Optical Lab Senior Engineer
118.1.1 Land Surveyor
120.1.1 Geodetic Control Specialist
121.1.1 CAC Secretariat Support
207.1.1 SDTs Support Programmer
602.1.1 Information Architect

Resumes shall contain the information detailed in L2161 (F)(3)(B).

Note: These resumes should be kept separate from those for the Key Personnel.

(b) Relevancy Statement. In addition to provision of the above resumes, offerors will provide a narrative that describes how the individuals proposed will meet the requirements of the tasks above. Discuss the likelihood that these individuals will be available to perform under the contract.

(E) Software Systems Life Cycle and Methodology (Tasks N115, N205, & N305)

In order for the Government to evaluate an offeror's understanding of the CMM Level 2 requirements, and to assess the methodology the offeror intends to use for software development, offerors must summarize their proposed software development life cycle implementation. Indicate:

- (i) The steps or phases within the software development life cycle;
- (ii) The product of each step or phase;
- (iii) Management controls (for costs, schedule, and quality) which will be exercised;
- (iv) Analysis, design, programming techniques, and tools to be used that facilitate

performance; and

- (v) Common pitfalls and techniques to be avoided.

(2) Past Performance

(A) Submit sufficient references (minimum of two) for projects, similar in scope and complexity as the requirements described in Section C382 and Attachment A that the offeror is currently performing or has successfully completed. [Offeror's are requested to submit only enough references to support their past performance. Please don't overload the Government with references.] The offeror shall map the references to the requirements set forth in Section C382 and Attachment A. The offeror shall place greater emphasis on projects completed within the last 5 years. Each example should be limited to one page and include the following information:

- (i) Name and address of the Government agency/client;
- (ii) Description of work performed;
- (iii) Approximate or average number of offeror's personnel assigned, by skill category;
- (iv) Approximate dollar value of offeror's services, including original estimate and actual cost, with explanation for variances;
- (v) Contract number, contract type (CPFF, etc.), and period of performance, including original estimated completion date and actual completion date, with explanation for variances; and,
- (vi) Name and telephone number of the Contracting Officer and the Contracting Officer's Technical Representative and alternates.

NOTE: OFFEROR'S SHOULD ENSURE FOR ALL REFERENCES, THE CONTACT POINTS AND TELEPHONES NUMBERS ARE CURRENT.

(3) Proposed Key Personnel Requirements

(A) Offerors must complete the matrix "Contractor Key Personnel Qualifications Requirements - Education and Experience" Attachment I. For each 3rd level WBS (e.g., WBS 102.1.1), indicate name of the person, education (degree earned), number of years of experience (in the general related area as well as specific to that labor category), and current, pending or planned security clearances and levels, if any. The offeror must demonstrate that all proposed personnel meet requirements (education, experience, special skills, and security clearances) as indicated in Section C and Attachment A.

(B) Include resumes for each of the employees listed in Attachment I. Resumes are limited to 1 page per person. Individual employees must certify (by signing the resume) that the information on the resume is true and complete. The following information shall be included in the resume:

- (i) Labor Category and WBS position designation (e.g., Contract Manager Position - WBS 100.1):
- (ii) Name;
- (iii) Professional Title;
- (iv) Education: Academic and Professional;

- (v) Current Responsibilities;
 - (vi) Professional Experience: Include those experiences that relate to the Professional Experience Requirements. Provide the name and telephone number of the immediate supervisor, and the starting and ending dates for each work experience; and
 - (vii) Security clearances, if any, and indicate whether the clearance is current, pending or planned. Include any accesses the individual holds.
- (g) If your proposal contains any interpretations, deviations, or exceptions to the specifications or statement of work, these should be clearly described, along with supporting rationale. Include any deviations from the performance schedule and requirements for submission of reports. Offeror is cautioned that deviation and exceptions to solicitation requirements may be detrimental to the evaluation of the offeror's proposal. If any such exceptions or deviations are made, they must also be identified (along with exceptions from the business or other parts of the proposal) in a summary Statement of Exceptions and Conditions.

L2165 Question and Answer Session Procedures

- (a) Following the Contracting Officer's Competitive Range determination (see Section M2330), offerors within the competitive range will be requested to attend a "face-to-face" Question and Answer session. The Contracting Officer will schedule these sessions by drawing lots. It is expected that the Question and Answer session will begin on or about to be determined day following the proposal due date.
- (b) Information provided in the Question and Answer session shall constitute part of the offer.
- (c) The Government reserves the right to videotape the sessions. If requested, the Contracting Officer will provide the offeror with a copy of the session. Offerors are prohibited from bringing their own video taping or recording devices.
- (d) Attendance at the Question and Answer session is to be determined. The total Question and Answer session will not exceed sixty (60) minutes. The session will consist of the offeror being asked a series of general questions. To be followed by one or more "pop quiz" questions. Offerors will be given identical "pop quiz" questions and will be provided time (to be determined) to formulate answer(s). The Government will leave the room during this period. The Government will not inform an offeror of their strengths, deficiencies, or weaknesses during the Question and Answer session. Telephone, laptops and computer access will not be allowable.
- (e) The Question and Answer sessions will be held in a conference room at USGS Headquarters within the John Wesley Powell Building, Reston, Virginia with conference style seating.

L2170 Business Management Proposal Instructions (Modified)

Your Business Management Proposal should contain information regarding business and administrative aspects of the proposal, including the following:

(a) Provide information on the organizational structure and flows of authority for administrative and business matters arising under a resultant contract. If the proposal involves a joint venture, "teaming arrangement", or significant subcontract effort, describe the legal and business arrangements involved.

(b) Provide the following organization and logistics information:

(1) State when your firm was established, its current location(s), and logistics of supporting Contractor personnel at all National Mapping Program sites.

(2) Describe the organizational structure of your firm, include an organization chart, and give a brief description of operational functions.

(3) Indicate the total number of personnel in your firm, by labor category or skill level.

(4) Identify the corporate office location the contract manager will report to and the relationship of on-site management authority versus corporate off-site management authority.

(c) Any exceptions to the solicitation clauses or other conditions relating to the business or cost aspects of the offer shall be described, including proposed language additions, deletions or substitutions. Explain the reason for the proposed exception and identify all existing solicitation language affected by the proposed change. If any such exceptions or conditions are offered, they must also be identified (along with exceptions from the technical or other parts of the proposal) in a summary Statement of Exceptions and Conditions.

(d) Cost/Price Proposal. Cost or pricing data supporting the prices proposed in Section B (or set forth on exhibits to be referenced in Section B) shall be provided in accordance with the instructions in Section L2186.

(e) Contractor Responsibility Information. Provide information demonstrating that the offeror is responsible within the meaning of FAR 9.104-1. The following specific data should be included:

(1) Financial resources. Provide copies of the offeror's most current financial statements and balance sheets and profit and loss statements from the last two years. If additional financing is expected to be required for performance of the resultant contract, describe the nature of such arrangements.

(2) If the solicitation cites any specific requirements for licenses, professional certifications, or permits, provide information as to how offeror would satisfy such requirements.

(3) Accounting system. If offeror's accounting system has been reviewed and approved by a Government auditor, provide the auditor's name and telephone number and date of most recent

review.

L2186 Cost Proposal Instructions (Modified)

(a) The Contracting Officer is required to determine the offeror's proposed costs and fee to be reasonable. In order to make this determination, the offeror shall submit the cost data requested below in support of each separately priced item in Section B (i.e., per task basis). The Work Breakdown Structure (WBS) format from the Mission Description (Attachment A) shall be used by the offeror in preparation of the cost data. The offerors shall use Attachments B and C for estimating direct costs. All cost data shall be formulated at the 3rd level WBS.

(1) Materials. List items and estimated cost or price at the 3rd level WBS. State how prices were computed and identify data used to estimate the kind and quantity of materials needed (i.e., historical).

(2) Subcontracts. List subcontractor, nature of work, and price at the 3rd level WBS. State what method you used to determine the subcontract price reasonable. For noncompetitive subcontracts over \$25,000, provide either commercial pricing data or a cost breakdown from the subcontractor, following this format.

(3) Direct Labor. Productive hours are established at 1920 hours per Full Time Equivalent (FTE). FTEs required are shown in Attachment B. Show number of hours by individual or labor category, hourly rates of pay, and totals at the 3rd level WBS. Describe method of computing the stated hours and rates.

(4) Overhead. Provide a listing of overhead cost pools, items included, computation of applicable cost base, and corresponding indirect cost charges at the 3rd level WBS. If rates have been negotiated with a Government agency or cognizant auditor, provide relevant information and copy of any rate agreement.

5) Other Direct Costs. Attachment C provides Government travel and training direct cost estimates that offerors are to use in generating the burdened other direct costs portion of the cost proposal for those items. Offerors are to calculate the burdened incentive award costs based on their proposed direct labor costs and include them with the cost proposal. Estimates are to be shown at the 3rd level WBS.

(6) General and Administrative Costs. If the offeror customarily accounts for G&A or corporate indirect costs separately from labor overhead (item 4), show G&A rate and base at the 3rd level WBS and provide relevant audit information.

(7) Profit or fee.

(b) If the Contracting Officer determines that additional data is needed to conduct effective or meaningful negotiations and/or to establish the reasonableness of proposed costs, offerors will be required to provide Standard Form 1411, Contract Pricing Proposal Cover Sheet with attached

cost schedules as required by FAR Table 15-2 or Truth in Negotiations Act exemption data in accordance with provision 52.215-41. The offeror will be required, pursuant to Public Law 87-653, to certify that the cost or pricing data it furnished are accurate, complete and current at the time agreement on price is reached. (See FAR 15.808-4(a) for the required wording of the certificate.)

(c) By submitting a proposal, the offeror grants the Contracting Officer or an authorized representative the right to examine, at any time before award, those books, records, documents, and other records directly pertinent to the information requested or submitted.

--End of Section L--

52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data— Modifications – Alternate II (OCT 1997).	OCT 1997
52.216-07	Allowable Cost and Payment.	MAR 2000
52.216-10	Incentive Fee.	MAR 1997

(e) Fee payable. (1) The fee payable under this contract shall be the target fee increased by [Contracting Officer insert Contractor's participation] cents for every dollar that the total allowable cost is less than the target cost or decreased by [Contracting Officer insert Contractor's participation] cents for every dollar that the total allowable cost exceeds the target cost. In no event shall the fee be greater than [Contracting Officer insert percentage] percent or less than [Contracting Officer insert percentage] percent of the target cost.

52.219-08	Utilization of Small Business Concerns.	OCT 1999
52.219-09	Small Business Subcontracting Plan -- Alternate II (JAN 1999).	OCT 2000
52.219-16	Liquidated Damages - Subcontracting Plan.	JAN 1999
52.219-25	Small Disadvantaged Business Participation Program – Disadvantage Status & Reporting.	OCT 1999
52.222-02	Payment for Overtime Premiums.	JUL 1990

(a) The use of overtime is authorized under this contract if the overtime premium does not exceed [to be completed] or the overtime premium is paid for work -

52.222-03	Convict Labor.	AUG 1996
52.222-04	Contract Work Hours and Safety Standards Act - Overtime Compensation.	SEP 2000
52.222-20	Walsh-Healy Public Contracts Act.	DEC 1996
52.222-21	Prohibition of Segregated Facilities.	FEB 1999
52.222-26	Equal Opportunity.	FEB 1999
52.222-35	Affirmative Action for Special Disabled and Vietnam Era Veterans (DEVIATION).	APR 1998
52.222-36	Affirmative Action for Workers with Disabilities. -- Alternate I	JUN 1998
52.222-37	Employment Reports on Disabled Veterans and Veterans of the Vietnam Era.	JAN 1999
52.222-41	Service Contract Act of 1965, as Amended.	MAY 1989
52.223-06	Drug-Free Workplace.	JAN 1997
52.223-14	Toxic Chemical Release Reporting.	OCT 2000
52.227-01	Authorization and Consent.	JUL 1995
52.227-14	Rights in Data - General. -- Alternate III (JUN 1987)	JUN 1987

(a) This computer software is submitted with restricted rights under Government Contract No. [to be completed at contract award] (and subcontract [to be completed at contract

award], if appropriate). It may not be used, reproduced, or disclosed by the Government except as provided in paragraph (b) of this Notice or as otherwise expressly stated in the contract.

Use, reproduction, or disclosure is subject to restrictions set forth in Contract No. [to be completed at contract award] (and subcontract, if appropriate) with [to be completed at contract award] (name of Contractor and subcontractor).

52.228-03	Workers Compensation Insurance (Defense Base Act).	APR 1984
52.230-02	Cost Accounting Standards.	APR 1998
52.230-03	Disclosure and Consistency of Cost Accounting Practices	APR 1998
52.230-04	Consistency in Cost Accounting Practices.	AUG 1992
52.230-06	Administration of Cost Accounting Standards.	NOV 1999
52.232-09	Limitation on Withholding of Payments.	APR 1984
52.232-17	Interest.	JUN 1996
52.232-18	Availability of Funds.	APR 1984
52.232-20	Limitation of Cost.	APR 1984
52.232-22	Limitation of Funds	APR 1984
52.232-23	Assignment of Claims.	JAN 1986
52.232-25	Prompt Payment.	JUN 1997

(b) Contract financing payments - (1) Due dates for recurring financing payments. If this contract provides for contract financing, requests for payment shall be submitted to the designated billing office as specified in this contract or as directed by the Contracting Officer. Contract financing payments shall be made on the 30th day after receipt of a proper contract financing request by the designated billing office. In the event that an audit or other review of a specific financing request is required to ensure compliance with the terms and conditions of the contract, the designated payment office is not compelled to make payment by the due date specified.

52.233-01	Disputes. (DEC 1998) -- Alternate I	DEC 1991
52.233-03	Protest after Award – Alternate I (JUN 1985)	AUG 1996
52.237-02	Protection of Government Buildings, Equipment, and Vegetation.	APR 1984
52.237-03	Continuity of Services.	JAN 1991
52.242-01	Notice of Intent to Disallow Costs.	APR 1984
52.242-03	Penalties for Unallowable Costs.	OCT 1995
52.242-04	Certification of Final Indirect Costs.	JAN 1997
52.242-13	Bankruptcy.	JUL 1995
52.243-02	Changes - Cost-Reimbursement. -- Alternate I APR 1984	AUG 1987

52.244-02 Subcontracts. (AUG 1998) -- Alternate II AUG 1998

(e) If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts: [to be completed at time of contract award]

(k) Paragraphs (d) and (f) of this clause do not apply to the following subcontracts, which were evaluated during negotiations: [to be completed]

52.244-05	Competition in Subcontracting.	DEC 1996
52.244-06	Subcontracts for Commercial Items and Commercial Components.	OCT 1998
52.245-01	Property Records.	APR 1984
52.245-05	Government Property (Cost-Reimbursement, Time-and-Material, or Labor-Hour Contracts).	JAN 1986
52.246-25	Limitation of Liability--Services.	FEB 1997
52.247-01	Commercial Bill of Lading Notations.	APR 1984

Transportation is for the U.S. Geological Survey and the actual total transportation charges paid to the carrier(s) by the consignor or consignee are assignable to, and shall be reimbursed by, the Government.

Transportation is for the U.S. Geological Survey and the actual total transportation charges paid to the carrier(s) by the consignor or consignee shall be reimbursed by the Government, pursuant to cost-reimbursement Contract No. [to be completed]. This may be confirmed by Contracting Officer listed in Section G1101.

52.249-06	Termination (Cost-Reimbursement).	SEP 1996
52.249-14	Excusable Delays.	APR 1984
52.251-02	Interagency Fleet Management System Vehicles and Related Services.	JAN 1991

Listing of DIAR Clauses Incorporated By Reference:

1452.203-70	Restriction on Endorsements.	JUL 1996
1452.215-70	Examination of Records by the Department of the Interior.	APR 1984

Listing of FAR Clauses Included in Full Text:

52.203-08	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity.	JAN 1997
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(a) If the Government receives information that a contractor or a person has engaged in conduct constituting a violation of subsection (a), (b), (c), or (d) of section 27 of the Office of Federal Procurement Policy Act (41 U.S.C. 423) (the Act), as amended by

section 4304 of the National Defense Authorization Act for Fiscal Year 1996 (Pub. L. 104-106), the Government may -

(1) Cancel the solicitation, if the contract has not yet been awarded or issued; or

(2) Rescind the contract with respect to which -

(i) The Contractor or someone acting for the Contractor has been convicted for an offense where the conduct constitutes a violation of subsection 27(a) or (b) of the Act for the purpose of either -

(A) Exchanging the information covered by such subsections for anything of value; or

(B) Obtaining or giving anyone a competitive advantage in the award of a Federal agency procurement contract; or

(ii) The head of the contracting activity has determined, based upon a preponderance of the evidence, that the Contractor or someone acting for the Contractor has engaged in conduct constituting an offense punishable under subsection 27(e)(1) of the Act.

(b) If the Government rescinds the contract under paragraph (a) of this clause, the Government is entitled to recover, in addition to any penalty prescribed by law, the amount expended under the contract.

(c) The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law, regulation, or under this contract.

52.216-18 Ordering. (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from date of contract award through the 12th month after contract award, unless the option to extend performance is exercised to extend the contract for 48 additional months in 12 month intervals.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

52.216-19 Order Limitations. (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than [insert dollar figure or quantity], the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor -

(1) Any order for a single item in excess of [insert dollar figure or quantity];

(2) Any order for a combination of items in excess of [insert dollar figure or quantity]; or

(3) A series of orders from the same ordering office within [to be completed] days that together call for quantities exceeding the limitation in subparagraph (b)(1) or (2) of this section.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.

(d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within [to be completed] days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

52.216-22 Indefinite Quantity. (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum." The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum."

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after [insert date].

52.217-08 Option to Extend Services. (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within the period specified in the schedule.

52.217-09 Option to Extend the Term of the Contract. (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor prior to the expiration date; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 months.

52.222-42 Statement of Equivalent Rates for Federal Hires. (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

This Statement is for Information Only: It is not a Wage Determination

<u>Employee Class</u>	<u>Monetary Wage</u>	<u>Fringe Benefits</u>
Technical Assistant	To be completed	To be completed
Audio Visual Presentation Technician	To be completed	To be completed
Other Categories may be added.		

52.228-07 Insurance - Liability to Third Persons (MAR 1996) (DEVIATION)

(a)(1) Except as provided in subparagraph (a)(2) of this clause, the Contractor shall provide and maintain workers' compensation, employer's liability, comprehensive general liability (bodily injury), comprehensive automobile liability (bodily injury and property damage) insurance, and such other insurance as the Contracting Officer may require under this contract.

(2) The Contractor may, with the approval of the Contracting Officer, maintain a self-insurance program; provided that, with respect to workers' compensation, the Contractor is qualified pursuant to statutory authority.

(3) All insurance required by this paragraph shall be in a form and amount and for those periods as the Contracting Officer may require or approve and with insurers approved by the Contracting Officer.

(b) The Contractor agrees to submit for the Contracting Officer's approval, to the extent and in the manner required by the Contracting Officer, any other insurance that is maintained by the Contractor in connection with the performance of this contract and for which the Contractor seeks reimbursement.

(c) The Contractor shall be reimbursed--

(1) For that portion (i) of the reasonable cost of insurance allocable to this contract and (ii) required or approved under this clause; and

(2) For certain liabilities (and expenses incidental to such liabilities) to third persons not compensated by insurance or otherwise but subject to the Limitation of Cost or the Limitation of Funds clause of this contract. These liabilities must arise out of the performance of this contract, whether or not caused by the negligence of the Contractor or of the Contractor's agents, servants, or employees, and must be represented by final judgments or settlements approved in writing by the Government. These liabilities are for -

(i) Loss of or damage to property (other than property owned, occupied, or used by the Contractor, rented to the Contractor, or in the care, custody, or control of the Contractor); or

(ii) Death or bodily injury.

(d) The Government's liability under paragraph (c) of this clause is subject to the availability of appropriated funds at the time a contingency occurs. Nothing in this contract shall be construed as implying that the Congress will, at a later date, appropriate funds sufficient to meet deficiencies.

(e) The Contractor shall not be reimbursed for liabilities (and expenses incidental to such liabilities) -

- (1) For which the Contractor is otherwise responsible under the express terms of any clause specified in the Schedule or elsewhere in the contract;
- (2) For which the Contractor has failed to insure or to maintain insurance as required by the Contracting Officer; or
- (3) That result from willful misconduct or lack of good faith on the part of any of the Contractor's directors, officers, managers, superintendents, or other representatives who have supervision or direction of -
- (i) All or substantially all of the Contractor's business;
- (ii) All or substantially all of the Contractor's operations at any one plant or separate location in which this contract is being performed; or
- (iii) A separate and complete major industrial operation in connection with the performance of this contract.
- (f) The provisions of paragraph (e) of this clause shall not restrict the right of the Contractor to be reimbursed for the cost of insurance maintained by the Contractor in connection with the performance of this contract, other than insurance required in accordance with this clause; provided, that such cost is allowable under the Allowable Cost and Payment clause of this contract.
- (g) If any suit or action is filed or any claim is made against the Contractor, the cost and expense of which may be reimbursable to the Contractor under this contract, and the risk of which is then uninsured or is insured for less than the amount claimed, the Contractor shall -
- (1) Immediately notify the Contracting Officer and promptly furnish copies of all pertinent papers received;
- (2) Authorize Government representatives to collaborate with counsel for the insurance carrier in settling or defending the claim when the amount of the liability claimed exceeds the amount of coverage; and
- (3) Authorize Government representatives to settle or defend the claim and to represent the Contractor in or to take charge of any litigation, if required by the Government, when the liability is not insured or covered by bond. The Contractor may, at its own expense, be associated with the Government representatives in any such claim or litigation.

52.252-06 Authorized Deviations in Clauses. (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any Department of the Interior Acquisition Regulation (48 CFR 14) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

--End of Section I--

SECTION J - LIST OF ATTACHMENTS

<u>Identifier</u>	<u>Title/Description</u>	<u>Pages</u>
A	Mission Description	475
B	Government Estimate for FTE	10
C	Government Estimate for ODC's	8
D	Wage Determination (To be provided upon request)	---
E	To be completed	
F	To be completed	
G	To be completed	
H	Department of Defense Contract Security Classification Specification (DD-254)	4
I	Contractor Key Personnel Qualifications Requirements- Education and Experience	28

All other Attachments to be completed at time of final RFP.

--End of Section J--

113.4.1	UNIX System Administrator	_____
114.1.1	Oracle Database Administrator	_____
114.5.1	Managing Technical Applications Engineer	_____
117.2.1	Optical Science Lab Senior Eng	_____
<i>Rolla:</i>		
203.1.1	Systems Administrator	_____
204.1.1	Oracle Designer	_____
<i>Denver:</i>		
302.1.1	Warehouse Lead	_____
303.1.1	UNIX System Administrator	_____
304.1.1	Oracle Database Administrator	_____
307.1.1	Remote Sensing Specialist	_____
<i>NMP Eastern Region:</i>		
602.1.1	Information Architect	_____

(Offeror must fill in names of proposed key personnel, as presented in the technical proposal. Proposed Key Personnel must meet the mandatory requirements set forth in their applicable Position Descriptions.)

(b) Contractor Key Personnel are required during the contract transition period. Key Personnel shall be on-site from start date of contract. All other personnel shall report for duty thirty (30) days after contract start date.

(c) During the first 90 days of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment. The Contractor shall notify the Contracting Officer within 15 calendar days after the occurrence of any of these events and provide the information required by paragraph (d) below. After the initial 90-day period, the Contractor shall submit the information required by paragraph (d) to the Contracting Officer at least 15 days prior to making any permanent substitutions.

(d) The Contractor shall provide a detailed explanation of the circumstances necessitating the proposed substitutions, complete resumes for the proposed substitutes, and any additional information requested by the Contracting Officer. Proposed substitutes must possess qualifications comparable to the original key person, as well as satisfying any minimum standards set forth elsewhere in the solicitation/contract. The Contracting Officer will notify the Contractor within 15 calendar days after receipt of all required information of the decision on substitutions. This clause will be modified to reflect any approved changes of key personnel.

H1332 Contractor's Manager (Modified)

(a) The Contract Manager shall exercise overall management responsibility for the contract effort, receive technical direction, and handle problems arising under the contract, such as dismissals, disciplinary matters, etc. The Contract Manager representative is further responsible for coordinating matters of mutual concern with the Government representatives. In the event questions of responsibility arise, they shall be resolved by the Contracting Officer or his authorized representative.

(b) The Contract Manager may not be diverted to other projects for fourteen (14) consecutive days or more without giving prior written notification to the Contracting Officer or his representative. Such notification shall include a justification for the diversion, together with information on the proposed substitute in sufficient detail to permit analysis of any potential negative effects on contract performance. No substitution shall be made without the written consent of the Contracting Officer; provided, however, that the Contracting Officer may grant such consent retroactively. Any such substitution of a permanent nature will be made a part of this contract through the issuance of a modification.

(c) When the Contract Manager is temporarily unavailable to manage the contract effort for a period longer than 72 hours, including absences due to vacation or illness, the Contractor will provide to the COR a written designation of an alternate representative, itemizing any limitations in the alternate's authority. The procedures of paragraph (b) above do not apply to such temporary designations unless they are expected to exceed the time period indicated in that paragraph.

H1338 Notice to the Government of Delays

In the event the Contractor encounters difficulty in meeting performance requirements, or when it anticipates difficulty in complying with the contract delivery schedule or date, or whenever the Contractor has knowledge that any actual or potential situation is delaying or threatens to delay the timely performance of this contract, the Contractor shall immediately notify the Contracting Officer and the COR (if one has been designated), in writing, giving pertinent details. This data shall be informational only in character. Notice under this provision shall not be construed as a waiver by the Government of any delivery schedule or date or of any rights or remedies provided by law or under this contract.

H1343 Permits and Licenses – General

In the performance of work hereunder, the Contractor shall obtain and maintain in effect all necessary permits and licenses required by Federal, State or local Government, or subdivision thereof, or of any other duly constituted public authority. The Contractor shall comply with all laws and regulations applicable to work to be performed hereunder.

H1346 Compliance with Occupational Safety and Health Act of 1970 -- Government-Owned Facilities/Equipment

Performance of work hereunder shall comply with the provisions of the Occupational Health and Safety Act of 1970, as amended (OSHA). If, at any time during the performance of this contract, the Government-furnished facilities and/or equipment do not conform to OSHA standards, the Contractor must so notify the Contracting Officer, in writing, including a recommendation of the corrective action needed.

H1350 Supervision of Contractor's Employees

(a) Personnel assigned to render services under this contract shall at all times be employees of the Contractor and under the direction and control of the Contractor. Notwithstanding any other provisions of this contract, the Contractor shall at all times be responsible for the supervision of its employees in the performance of the services required hereunder.

(b) If the Contractor finds clarification necessary with respect to the scope of services to be performed or the manner in which the services are to be performed hereunder, he shall request in writing such clarification from the Contracting Officer.

(c) Contractor personnel shall not at any time during the contract period be employees of the U.S. Government.

H1355 Subcontracting Program for Small Business and Small Disadvantaged Business

The Contractor's approved subcontracting plan will be incorporated into the contract as Attachment [to be completed at contract award].

H1359 Other Direct Costs

All other direct costs expenses shall be charge against the task order under which they are incurred. Other direct costs shall not be fee bearing.

(a) Travel and Transportation (WBS Item NX00.99.1) (See Attachment C for Applicable CLINs)

(1) For those CLINs under which travel is allowable, the Contractor shall be reimbursed for actual transportation costs and travel allowances of Contractor employees in accordance with the travel cost principle in FAR 31.205. Charges exceeding the amounts established in the Federal Government Travel Regulations for individuals engaged in comparable functions may be disallowed as unreasonable unless approved in advance by the Contracting Officer. However, it is the policy of the Government to exercise economy in travel. Therefore, consideration shall be given for the use of telephones and mail in lieu of traveling, where possible.

(2) The Contractor's Site Management Team shall manage the travel accounts and notify the COR or his designee when funding levels are anticipated to be below the projected travel funding needs.

(3) To the maximum extent practicable, the Contractor shall use reduced air transportation rates and services. Costs for air transportation will not be reimbursed in an amount greater than the cost of commercially scheduled economy class (tourist) air travel by the most expeditious route, except as provided in the applicable cost principles cited in paragraph (1) above.

(4) When possible, all travel shall be approved in writing by the Contracting Officer's Representative (COR) or his designee prior to commencement of travel or expenditure of funds. All travel must be approved by the COR or the Government Technical Point of Contact prior to departure of the traveler. When possible, the Contractor shall submit travel requests to the COR or the Government Technical Point of Contact two (2) weeks prior to the date the required travel is to begin. When practicable, travel for professional meetings, conferences, and training will be requested four weeks in advance.

(5) Payment for travel, per diem and other expenses will be made in accordance with the Federal Travel Regulations, as amended and supplemented by Department Travel Regulations, where applicable. Federal Travel Regulations may be found at: <http://policyworks.gov/org/main/mt/homepage/mtt/FTR/FTRHP.shtml>. Some travel may be required and will be handled on an as needed basis.

(6) In the event unplanned travel is necessary, short notice travel requirements shall first be verbally coordinated (by telephone, if necessary) with the COR or Government Technical Point of Contact with a written request to follow within three (3) working days.

(7) Government reimbursement of travel costs shall only be for Contractor personnel specifically identified by position descriptions identified in this contract and when solely for the purpose of the direct support of this contract as authorized by the COR. Travel by Contractor personnel under position descriptions covered by this contract under COR approval may include purposes of recruitment of personnel to work directly under this contract under an existing position description or one to be added to the contract. Such travel will be reimbursed as a direct charge in accordance with the terms of this contract. Travel by Contractor personnel under position descriptions covered by this contract for marketing or other “corporate level” purposes shall not be reimbursed by the Government.

(b) Training (WBS Item NX00.99.2) (Attachment C for applicable CLINs)

(1) Training for Contractor personnel will be required when significant changes to USGS information technology equipment and applications occur and new skills are required to be developed as the USGS mission evolves. Therefore, the Contractor shall provide appropriate employee training to advance the knowledge and skills of contract personnel performing under a task. The intent of this training program is to insure that current Contractor personnel assigned to support USGS infrastructure, applications, and systems acquire the new knowledge and skills required to support the new requirements and continue providing the level of support expected.

(2) Training shall not be used to qualify individuals for Position Description requirements- that is the responsibility of the Contractor.

(3) Contract training requirements may be directly billed to the Government as long as all required approvals are acquired prior to beginning of the training. In some cases where the training might be equally beneficial to both the Contractor and the Government, training cost sharing arrangements can be implemented.

(4) Prior COR or his designee written approval is required for all training expenditures that will be billed or partially billed to the Government.

(c) Employee Incentive Award Pool (WBS NX00.99.3)

This WBS item will contain the budget to fund the awards program. The estimated budget for the Employee Incentive Program (See H1495) shall be 1.5% of actual direct labor costs of the task.

(d) Materials (WBS NX00.99.4)

This WBS item is where all material costs will be captured per task by contract year.

(e) Material Handling (WBS NX00.99.5)

This WBS item is where all material handling costs will be captured per task by contract year.

H1385 Indirect Costs -- Billing and Ceiling Rates

(a) As provided in FAR 52.216-07, "Allowable Cost and Payment", the following billing rates are established:

<u>Cost Center</u>	<u>Period</u>	<u>Rate</u>	<u>Base</u>
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(To be Completed at Time of Award)

These billing rates may be prospectively or retroactively revised by mutual agreement, at the request of either the Government or the Contractor, to prevent substantial overpayment or underpayment. When agreement cannot be reached, the billing rate(s) may be unilaterally determined by the Contracting Officer.

(b) Ceilings are hereby established on indirect costs reimbursable under this contract. The Government shall not be obligated to pay the Contractor any amount on account of indirect costs in excess of the ceiling rate(s) listed below:

<u>Cost Center</u>	<u>Ceiling Rate</u>	<u>Base</u>
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(To be Completed at Time of Award)

The ceiling rate(s) specified above is/are applicable from the effective date of the contract through the end of the period of performance including any option periods. In the event final indirect cost rates are less than the negotiated ceiling rates above, the ceiling rates will be reduced to conform to the lower rates.

H1387 Approval of Additional Overtime -- Cost Contracts

(a) The limitations on overtime charges for this contract are established as follows:

(1) For circumstances described in the clause FAR 52.222-02, "Payment of Overtime Premiums," subparagraphs (a)(1) through (a)(4), overtime premium may not exceed \$[to be completed].

(2) For circumstances described in (b) below, overtime premium charges may not exceed \$[to be completed]. This figure completes the fill-in in FAR 52.222-02, paragraph (a).

(b) Overtime premiums and shift premiums at Government expense may be authorized by the Contracting Officer when:

- (1) Overtime/extra shift work is necessary to meet delivery or performance schedules, and such schedules are determined to be extended to the maximum consistent with essential program objectives;
 - (2) Overtime/extra shift work is necessary to make up for delays which are beyond the control and without the fault or negligence of the Contractor; or
 - (3) Overtime/extra shift work is necessary to eliminate foreseeable production bottlenecks of an extended nature, which cannot be eliminated in any other way.
- (c) The Contractor shall submit a request for approval, in writing, to the Contracting Officer prior to the incurrence of overtime/extra shift work. Retroactive approvals will generally not be granted unless justified by extraordinary circumstances.
- (d) Any overtime/shift premium costs incurred under this clause are included under the limitation on overtime premium costs in paragraph (a) of the clause at FAR 52.222-02, "Payment for Overtime Premiums." Such limitation may be adjusted as necessary to cover the cost of unforeseen overtime authorized under this clause.

H1390 Award Fee (Applicable only to CLINs identified as CPAF in Section B)

The amount of award fee the Contractor earns, if any, is based on a subjective evaluation by the Government of the quality of the Contractor's performance in accordance with the award fee plan. The Government will determine the amount of award fee every six (6) months beginning with the start of the contract performance period. The Fee Determination Official (FDO) will unilaterally determine the amount of award fee. The FDO's determination will be in writing to the Contractor and is not subject to the "Disputes" clause. The Government may unilaterally change the award fee plan at any time and will provide such changes in writing to the Contractor prior to the beginning of the applicable evaluation period. The Contractor may submit a voucher for the earned award fee. Some, but not all, available award fee not earned during one period may be carried over in special, follow-on performance circumstances.

H1392 Term Form Contract -- Level of Effort (CPFF) (Applicable only to CLINs identified as CPFF in Section B)

- (a) This contract is based on performance of the below-specified level of effort within the contract period of performance.

<u>Contract Performance Period</u>	<u>Number of Hours</u>
Base Year	1,920
Option Year 1	1,920
Option Year 2	1,920
Option Year 3	1,920
Option Year 4	1,920

It is agreed that the level of effort may fluctuate in pursuit of the technical objective. As a condition of payment of the entire fixed fee, the Contractor must expend at least 90%, but not more than 110%, of the specified level(s) of effort.

(b) In the event the number of direct labor hours expended, or to be expended, exceeds 110% of the then established total level of effort, the contract shall be amended to provide for a revised level of effort, and, if necessary, an increase in estimated cost. An equitable adjustment in fixed fee will be negotiated only for that portion of the increase in hours beyond 110% of the currently specified level of effort. No increase in fee shall be permitted retroactively.

(c) In the event that less than 90% of the then established level of effort is actually expended by the end of the contract period, the Government has the option of either (1) requiring the Contractor to continue performance for up to an additional [90] days until the effort expended equals at least 90% of the established level of effort, (2) negotiating a downward adjustment in fixed fee for the portion of the contemplated effort not performed below 90% of the established level of effort, or (3) some combination of the above.

(d) Prior to payment of the portion of the fixed fee withheld under FAR 52.216-08, "Fixed Fee", the Contractor shall provide a statement that the required level of effort has been expended in performing contract work. If performance is considered satisfactory by the Government, the withheld portion of the fixed fee is payable upon expiration of the contract period.

(e) Nothing in this provision shall be construed as authorizing the Contractor to incur costs in excess of the total estimated cost or other funding or expenditure limitations set forth elsewhere in the contract, or as waiver of the notification requirements of the clause entitled "Limitation of Cost" or "Limitation of Funds."

H1396 Release of Information

(a) Disclosure of information gained as a result of work performed under this contract shall be accomplished according to U.S. Geological Survey procedures or through its channels. As used in this clause, the term "information" includes raw data, data derivative therefrom, and analysis or interpretations thereof, regardless of form. The term includes data developed or acquired by the Contractor during performance of this contract, including analysis of samples provided by the Government and samples or recordings made by the Contractor during contract performance.

(b) The Contractor hereby agrees not to disclose such information to the public or to unauthorized parties without the prior written approval of the Contracting Officer. This restriction does not apply to releases of information to subcontractor(s) (including consultants) as necessary for successful performance of the contract, provided (1) such information is of no commercial value to the subcontractor, and (2) the subcontractor agrees to be bound by the restrictions in this clause.

(c) After the contents of the Contractor's final report have been made public by the Government, further releases of information may be made by the Contractor, except for information subject to restrictions imposed elsewhere in this contract, if any. All releases must also comply with any additional restrictions that have been determined necessary by the Contracting Officer and provided to the Contractor in writing.

(d) News releases pertaining to work under this contract shall not be made at any time without the approval and involvement of the cognizant Government Public Information Office.

H1405 Duplication and Disclosure of Confidential Data

Duplication or disclosure of the data and other information provided by the U.S. Geological Survey or to which the Contractor will have access as a result of this contract is prohibited. It is understood that throughout performance of the contract the Contractor may have access to confidential data that is the sole property of the U.S. Geological Survey, as well as access to proprietary data which is the sole property of other than the contracting parties. The Contractor hereby agrees to maintain the confidentiality of all such data to which access may be gained throughout contract performance whether title thereto vests in the U.S. Geological Survey or otherwise. The Contractor hereby agrees not to disclose said data, any interpretations thereof, or data derivative therefrom, to unauthorized parties in contravention of these provisions without the prior written approval of the Contracting Officer or the party in which title thereto is wholly vested. This clause also applies to any subcontractors and/or consultants used by the Contractor.

H1406 Confidentiality of Third-Party Data

(a) To the extent that the work under this contract requires access to proprietary, business confidential, or financial data of other companies, and as long as such data remains proprietary or confidential, the Contractor shall protect such data from unauthorized use and disclosure and agrees not to use it to compete with such companies or for any purpose other than performance of this contract.

(b) This data may be in various forms, such as documents, raw photographic films, magnetic tapes, photographic prints, computer printouts, or it may be interpretative results derived from analysis, investigative, or study effort. Regardless of the form of this data, the Contractor agrees that neither it nor any of its employees will disclose other Contractor business confidential or financial data, or derivatives thereof, to third parties except as may be required in the performance of this contract. Further, the Contractor will not copy any of this data, or derivatives thereof, other than as necessary for the performance of this contract.

(c) The Contractor will establish policies and procedures to implement the substance of this clause at the individual employee level, which will assure that affected employees are made aware of the contract provision and the Contractor's implementing policies and procedures. Particular attention will be given to keeping employees advised of statutes

and regulations applicable to the handling of other Contractor business confidential or financial data. In this regard, the Contractor's attention is invited to any data concerning personnel or of a personal nature, which may be subject to Privacy Act protection and penalties.

(d) This clause does not preclude the Contractor and/or its employees from independently acquiring and using business confidential or financial data from legitimate sources outside of this contract, or from performing and using independent analysis of data so acquired, provided that the Contractor and/or its employees fully document the source of such data, and the independence of any such analysis.

(e) The Contractor shall insert the substance of this clause in each subcontract hereunder (other than for purchase of supplies or equipment) unless the Contracting Officer has waived this requirement, in writing, as to particular subcontracts or classes of subcontracts.

H1407 Confidentiality of USGS Planning Data

(a) To the extent that the work under this contract requires access to USGS planning data which if released to third parties would give unfair business, technical, or competitive advantage, the Contractor will be responsible to protect such data from unauthorized use and disclosure and agrees not to use it for any purpose other than performance of this contract.

(b) This data may be in various forms, such as documents, raw photographic films, magnetic tapes, photographic prints, computer printouts, or it may be interpretative results derived from analysis, investigative, or study effort. Regardless of the form of this data, the Contractor agrees that neither it nor any of its employees will disclose to third parties any such data except as provided in paragraph (d) below. The Contractor will not copy any of this data or derivatives thereof, other than as needed for performance of this contract.

(c) The Contractor shall establish policies and procedures to implement the substance of this clause at the individual employee level, which will assure that affected employees are made aware of the contract provision and the Contractor's implementing policies and procedures. Particular attention will be given to keeping employees advised of statutes and regulations applicable to the handling of other Contractor proprietary, business confidential or financial data. In this regard, attention is invited to any data concerning personnel or of a personal nature, which may be subject to the Privacy Act protection and penalties.

(d) If, however, release of any such data as described herein to a third party becomes necessary, in the opinion of the Contractor, to properly perform the contract, the prior written approval of the COR, or his duly authorized representative, must be obtained.

(e) This clause does not preclude the Contractor and/or its employees from independently acquiring and using proprietary, business confidential or financial data from legitimate sources outside of this Contract, or from performing and using independent analysis of data so acquired, provided that the Contractor and/or its employees fully document the source of such data, and the independence of any such analysis.

(f) The Contractor shall insert the substance of this clause in each subcontract hereunder (other than for purchase of supplies or equipment), unless the Contracting Officer has waived this requirement, in writing, as to particular subcontracts or classes of subcontracts.

H1414 Contractor Employee Clearance and Building Passes

(a) During the life of the contract, the rights of ingress and egress to and from the Government facility for Contractor employees shall be made available as required. During all operations on Government premises, Contractor employees shall comply with the rules and regulations governing the conduct of personnel and the operation of the facility.

(b) Each Contractor (or subcontractor) employee requiring recurring access to USGS facilities will be required to obtain and display upon entry to the building a Departmental Temporary Building Pass (Form DI-238). Prior to obtaining the pass, the Contractor is required to initiate a background suitability check on each such employee in accordance with USGS National Security Position Handbook (440-7-H). Employees who do not pass the background check cannot be permitted to hold a building pass or allowed entry into the building for contract work. In such cases, the Contractor will be required to sign the GSA notification form indicating that their employee has been informed of the results of the background check.

H1417 Utilities Provided

For the purpose of this contract, utilities such as water, electricity, etc., will be furnished by the Government at no cost to the Contractor. The Contractor will be required to participate in all USGS utility conservation programs.

H1430 Task Ordering Authority and Procedures (Modified)

(a) Task Orders under this contract may be issued by warranted Contracting Officers from the following office:

U.S. Geological Survey
Office of Acquisition and Grants
12201 Sunrise Valley Drive
Reston, Virginia 20192

(b) All task orders will be placed in writing using “Optional Form 347” or an electronic equivalent if issued through an electronic system. As a minimum, each order will contain the following information: 1) contract and order numbers, 2) date of order, 3) contract line item numbers, descriptions, contract unit prices and amounts (or estimated cost and fee, as applicable), 4) delivery or performance date, 5) place of delivery or performance, 6) accounting and appropriation data, and 7) signature of an authorized ordering official.

(c) Task orders will be issued for CLINs listed in Section B (as described in Attachment A). It is expected each of the task orders will be issued on the first day of the contract period(s), pending the availability of funds. New proposals will not be solicited. Task orders will be issued on the basis of the Contractor's Final Proposal Revision for each task.

(d) The Contractor may not exceed the ceiling price established on each task order. When the Contractor has reason to believe that the charges for labor hours or other reimbursable costs for the order will, within the next 30 days bring the total cost to over 85% of the ceiling specified in the order, the Contractor shall notify the Contracting Officer. Such notification shall include an estimate of the additional amount and, if necessary, additional time required for completion of the work.

H1431 Contract Maximum

The total amount of all task orders placed under this contract shall not exceed [to be completed].

H1440 Wage Determination Applicable

In the performance of this contract, the Contractor shall comply with the requirements of U.S. Department of Labor Wage Determination Number [to be completed] dated [to be completed]. The wage determination is incorporated into this contract as Attachment [to be completed].

H1482 Collective Bargaining Agreement

The Contractor shall provide the Contracting Officer will copies of any collective bargaining agreements (and any amendments thereto) which arise during the course of this contract and which apply to Contractor employees working under this contract. In addition, the Contractor shall provide a “cents per hour” equivalency cost for each fringe benefit included in such bargaining agreements, including any prospective increases in same.

H1484 Occasional Requirements for Short-Term Temporary Personnel

Occasionally, USGS will identify a position or positions for which short-term temporary personnel may be utilized. Most frequently, these positions will be available during the summer months. The Contractor shall provide personnel meeting the technical qualification identified for each position.

H1485 Contractor Participation in Document Development

All documentation prepared under this contract shall contain a notification identifying the Contractor and the Contractor's personnel which were involved in generating information contained in said documentation.

H1486 Contract Shutdown Procedures Pending Budget Appropriations

(a) In the event that (1) no continuing resolution or permanent appropriation is in place at the outset of the new fiscal year (FY) or (2) funding appropriation lapses occur at any time during the contract life, Contractor employees shall report for their assigned duties on the first workday of the lapse in appropriation funding. In the event of a USGS shutdown, the Contracting Officer may require the Contractor to stop all, or any part, of the work called for under the contract.

(b) This clause does not limit the Government's rights provided by the "Termination Clause" of this contract.

H1487 Contractor Early Dismissal from On-Site Performance

In addition to the holidays identified in F919, it is anticipated that other situations may arise that may impact the Contractor's ability to provide on-site performance. The Administrative Contracting Officer shall always have the sole and final decision on all matters of Contractor employees being excused from on-site performance.

(a) Inclement Weather - when Federal employees are notified (generally through various media announcements) that Federal employees have been excused from reporting to work due to inclement weather or other hazardous conditions (fire, etc.). Contractor employees who normally provide on-site services shall also be excused from reporting to work and shall be reimbursed their normal work day hours (not-to-exceed 8 hours total) as a direct charge as if they had provided the on-site service.

(b) Under any conditions in which USGS employees are allowed late arrival or early dismissal for reasons of weather, federal holiday, executive order, building closure, etc., the Contractor employees may also be excused for the same period by the Contract Manager. Under these conditions, the Contractor shall charge the Government those non-productive hours of work. However, if the Contractor's established fringe benefits or other corporate policies provide for these events, the Contractor shall not charge the Government for those non-productive hours.

(c) In the event Federal employees are excused for an entire workday for reasons of federal holiday, executive order, etc., the ACO shall make a decision on the allowableness of excusing on-site Contractor employees and the means, if any, for reimbursement of those excused non-productive hours.

H1488 Identification and Property Closeout

During performance of this contract, it may be necessary for Contractor personnel to be issued Government I.D. cards or bumper stickers for access to the Government's facility. Small items such as calculators or small hand tools may also be provided to the Contractor for use under this contract. Contractor personnel shall immediately report the loss of any forms of identification or property to the Contract Manager, who in turn shall notify the COR. Identification cards or bumper stickers must be replaced by the employee within two (2) weeks after the loss occurs. At the completion of the contract or upon termination of any individual employee, the Contractor shall return all forms of identification issued by the Government for every employee as well as all small items. The Government will withhold final payment under this contract, up to 10% of the total contract amount, until such documents and property have been returned to the COR.

H1489 National Security Clearance Requirements

(a) It is required that select Contractor personnel, as designated in Attachment A, Mission Description, possess Top Secret/Sensitive Compartmented Information (TS/TSI) clearances. Contractor personnel shall conform to all Government security regulations where the Government shall permit access and shall not jeopardize the security and confidentiality of classified information.

(b) Security guidance for use in performance of this contract is identified in the D.D. 254, "Department of Defense Contract Security Classification Specification", provided as Attachment H to this contract.

H1490 Discontinuation Notices

The Government will give the Contractor thirty (30) calendar days prior written notice of any discontinuation of any or all Contractor support services, or a shorter notice when agreed to by the Contractor.

H1491 Assistant Contract Site Manager

(a) The position of an Assistant Contract Site Manager may be required as specified by the Government at designated locations in this contract. The purpose of this position is to support the Contract Manager by providing overall management of Contractor staff at the designated Government site and shall be the Contractor's designated point of contact through which the Government transmits work orders, guidelines, and other requirements and comments. This individual shall have responsibility for and possess the necessary skills and capabilities to report to the Government (generally, the Contracting Officer's

Technical Representative - COTR) on such items as, but not limited to, the status of work in progress, development and maintenance of plans, management of Contractor staffing and contract financing, etc.

(b) Unless specifically identified by the Government as a full time position, the duties of the Assistant Contract Site Manager will be part-time collateral duties of another Contractor position at that designated Government site. Generally, these duties would be assigned by the Contract Manager to the senior Contractor staff person, but at a minimum, shall be assigned to the Contractor staff person capable of performing the duties outlines in paragraph (a) above.

(c) It is anticipated that these duties will encompass approximately 10-20% of the individuals time, relative to the number of Contractor staff and the complexity of the work being performed at each site. The actual number hours spent performing these duties shall be recorded and invoiced against the appropriate task order and WBS as outlined in Attachment A to this contract. As such, the individuals primary duties would be reduced in hours so as the combination of the two positions shall not exceed one full-time individual. Unless specifically approved in writing, over time is not authorized for the performance of the duties.

(d) The Contractor shall notify the Contracting Officer and the COR in writing of the name of the Assistant Contract Site Manager within fifteen (15) calendar days of their appointment or change in the appointment. This information shall also be included as part of the Quarterly Personnel Report in Section F980.

H1492 Contractor Use of Government Computers for Time/Record Keeping

(a) The Contractor is authorized to incidentally use Government Furnished Equipment in the form of computers for the purpose of recording Contractor employees' daily time. This approval includes loading of Contractor provided software, subject to the limitations herein.

(b) In the event such use causes problems with the operation, performance or maintenance of the Government equipment and systems and data/information processed by these computers, the Contractor provided software shall be removed and the computer's re-configured as appropriate.

(c) The Government assumes neither responsibility nor liability for the software or data/information content associated with the use of these systems.

H1493 Management of Position Descriptions

(a) As stated in Section C, the objective of the contract is to obtain technical support services in support of the National Mapping Program's mission of the USGS, as defined in Attachment A. To this end, position descriptions have also been included in

Attachment A for the purpose of describing the work and the anticipated level of skills required to perform the work.

(b) Since the nature of the work requiring support is driven in part by ever changing USGS projects, it is anticipated that the actual work being performed, as performed under any given position description, may change as work under the contract evolves. In order for the Contractor to effectively and efficiently manage its staff and resources to successfully accomplish the requirements of NMP, the Contractor is authorized (subject to the limitations herein) to revise position descriptions over the life of this contract to better reflect the work actually being performed.

(c) Revisions to a position description that will not result in a cost to the Government may be made unilaterally by the Contractor. Within seven (7) calendar days of revising the position description, the Contractor shall provide written notification to the Government explaining both the changes made, the reason for the change to the position description, and a hard copy and electronic version of the revised position description to both the ACO and COR.

(d) If the proposed revision will impact the cost to the Government, the Contractor shall prepare a draft position description and submit a written request explaining: (1) the proposed changes to be made, (2) the reason for the change to the position description, (3) the impact on costs, and (4) a hard copy and electronic version of the revised position description to both the ACO and COR. Within 15 days of receiving the request the COR shall either approve or disapprove the proposed change.

H1494 Procedures for Authorizing New Hires to the Contract

(a) When position descriptions, as identified by Work Breakdown Structure numbers, are already included in Attachment A, irrespective of site, the COR may authorize the Contractor in writing to fill those positions subject to the cost reimbursement allowances of this contract. This includes compliance with the salary ranges for the given position description as well as other allowable direct and indirect costs and fees specified in the contract. A subsequent modification to the contract and/or task order to add the FTE will follow. If a position to be filled is not at the site specified in Attachment A, and the cost variance exceeds +10% of the agreed upon cost of the existing position, a new cost proposal will be required of the Contractor. In this event a modification of the contract and/or task order will be issued prior to Contractor performance.

(b) When a position description has not been identified in Attachment A, the ACO shall notify the Contractor of the need for the new position and appropriate cost proposal and recruitment information shall be provided to the ACO by the Contractor. Upon mutual agreement of the parties to the proposed cost and recruitment information, authorization shall be given by the ACO for the new hire and Attachment A shall be revised to incorporate the new position description.

(c) Emergencies - It is anticipated that during the life of this contract emergency conditions may arise which require quick response from the Contractor. This may include the addition of new position descriptions to the contract, etc. Under these conditions, the COR is authorized to provide the required emergency services for a Not-To-Exceed amount of \$50,000.00 per emergency.

(d) Under the conditions of paragraph (a) and (c) above, the Contractor shall provide written notification to both the ACO and COR of the estimated costs and impact on the overall funding level of the contract within 15 calendar days of beginning to provide the necessary services. Depending on the funding impact of the changes, the ACO shall either add additional funding to the contract, as appropriate, or notify the Contractor to reduce or discontinue these services.

H1495 Incentive Awards Program (Modified)

The Contractor shall develop and manage an employee incentive awards program, which provides appropriate employees incentive awards to personnel performing under tasks. The Employee Incentive Awards Program shall be proportional to the cost of the task. The Contractor shall provide a copy of the program design to the COR (with a copy to the ACO) within 90 calendar days after contract award. The Contractor shall deliver to the COR (with a copy to the ACO) their recommendations for the incentive award program the last month of each contract year. This shall identify the employees to be recognized, the reason for the recognition and amount of the incentives, not to exceed the available award pool.

H1496 Hazardous Duty and Pay

It is anticipated that under limited circumstances some duties performed by Contractor personnel under this contract may be of a hazardous nature (e.g. aerial surveying, etc). When the Contracting Officer has determined that duties are hazardous in nature in accordance with U.S. Geological Survey Manual Chapter (SM) 370.550.9 (as amended) and appropriate for Contractor personnel to perform, the ACO may authorize performance of such work. A pay differential for the performance of such duties is authorized in accordance with Part 31 of the FAR and SM 370.550.9. Except as otherwise provided by law, regulation, or this contract, the Government does not assume any liability for performance of such duties by Contractor personnel.

H1497 Addition of New Tasks (Provided for Information Purposes)

New National Mapping Program tasks may be added to the contract as they arise. However, in no event shall requirements from existing contracts with small business concerns be rolled into this contract as they expire. Prior to addition of new tasks, a written determination will be made by the Contracting Officer as to whether the new task is within scope; whether the services can be provided by a small business; and a whether a bundling determination in accordance with FAR 7.107.

(d) The Contractor shall provide the Contracting Officer information copies of all correspondence to the COR.

G1107 Incremental Funding – CPFF and CPAF (Modified)

(a) CPFF - Pursuant to the “Limitation of Funds” clause included in this contract, each task order shall contain an “Incremental Funding” provision.

(b) CPAF - (1) Pursuant to the clause in this contract entitled "Limitation of Funds," funds have been obligated for the payment of allowable costs and fees estimated to be incurred for the contract period ending approximately [to be completed]. Funding is allocated in accordance with the following schedule:

Estimated Costs	\$_[<u>to be completed</u>]
Base Fee	\$_[<u>to be completed</u>]
Award Fee Pool	\$_[<u>to be completed</u>]
 TOTAL FUNDS	 \$_[<u>to be completed</u>]

(2) When the contract is fully funded, the “Limitation of Cost” clause shall become applicable.

G1109 Obligation of Funds

No funds are obligated by this contract. All funds shall be obligated by individual task orders citing applicable fiscal year and accounting data when issued.

G1111 Invoicing and Payment Instructions -- Cost Contracts (Modified)

Invoices shall be submitted on a task order basis as set forth below:

(a) Invoices shall be submitted on an SF 1034, or the Contractor's equivalent format, in an original and two copies to the below designated billing office:

To be completed at time of contract award.

(b) Invoices must be supported by a breakdown, for each contract line item number, of costs incurred in each cost element and billable portion of fee (if applicable). Under the direct labor element, effort must be itemized by billable employee/labor category, separating straight time and overtime charges.

(c) For purposes of the Prompt Payment clause, monthly billings under this contract are considered interim payments.

G1113 Contractor's Remittance Address

The Contractor's remittance or check mailing address is shown below, if different from the address shown in Block 15A of the Standard Form 33.

An invoice containing a different remittance address than shown in this contract, or on a proper notice of assignment, will be returned as defective.

G1116 Payment Office

Payment shall be made by: U.S. Geological Survey

Office of Financial Management
270 National Center
Reston, VA 20192

Please note that invoices should not be sent directly to the payment office.

G1117 Electronic Payment Information

(a) The Contractor shall prepare Standard Form 3881, "ACH Vendor/Miscellaneous Payment Enrollment Form", as required by the clause at FAR 52.232-28. The form must be completed by the designated financial institution and mailed or faxed to the USGS contact person at the address indicated below. The contractor shall insert the following submission address on the SF 3881 in the "AGENCY INFORMATION" block:

Name: U.S. Geological Survey
Office of Financial Management
Address: 270 National Center
Reston, VA 20192
Contact Person Name: To be completed
Telephone Number: (703) 648-XXXX
FAX Number: (703) 648-XXXX

(b) In the event payment is assigned to a bank, thrift, or other financing institution pursuant to the clause FAR 52.232-23, "Assignment of Claims", the Contractor should forward the form to the assignee for completion.

(c) If the Contractor submits a revised SF 3881 designating a different financial institution, the Contractor must clearly mark the form, in the upper left hand corner, to indicate if it applies to future payments under all contracts or only to a single contract.

(d) An invoice under this contract will not be considered a "proper invoice" for purposes of the Prompt Payment Act unless current electronic payment information is already on file at USGS, Office of Financial Management, or is provided to that office at least 14 days prior to submission of the invoice as required by the clause at FAR 52.232-28.

Listing of FAR Clauses Included in Full Text (48 CFR Chapter 1):

52.204-03 Taxpayer Identification. (OCT 1998)

(a) Definitions.

"Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

"Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(b) All offerors must submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements described in Federal Acquisition Regulation (FAR) 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN).

- ☐ TIN: _____
- ☐ TIN has been applied for.
- ☐ TIN is not required because:

- ☐ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
- ☐ Offeror is an agency or instrumentality of a foreign government;
- ☐ Offeror is an agency or instrumentality of the Federal Government.

(e) Type of organization.

- ☐ Sole proprietorship;
- ☐ Partnership;
- ☐ Corporate entity (not tax-exempt);
- ☐ Corporate entity (tax-exempt);
- ☐ Government entity (Federal, State, or local);
- ☐ Foreign government;
- ☐ International organization per 26 CFR 1.6049-4;
- ☐ Other _____

(f) Common parent.

- ☐ Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.
- ☐ Name and TIN of common parent:

Name _____
TIN _____

Listing of Department of the Interior Acquisition Regulation (DIAR) Clauses Included in Full Text:

1452.204-70 Release of Claims. (JUL 1996)

After completion of work and prior to final payment, the Contractor shall furnish the Contracting Officer with a release of claims against the United States relating to this contract. The Release of Claims form (DI-137) shall be used for this purpose. The form provides for exception of specified claims from operation of the release.

--End of Section G--

F919 Legal Holidays

The following legal holidays are observed by this Government agency:

New Year's Day	January 01
Inauguration Day	January 20, 2005
Martin Luther King's Birthday	3d Monday in January
Presidents Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 04
Labor Day	1st Monday in September
Columbus Day	2nd Monday in October
Veterans Day	November 11
Thanksgiving Day	4th Thursday in November
Christmas Day	December 25

When a holiday falls on Saturday or Sunday, it is observed on the adjacent Friday or Monday, respectively.

F933 Monthly Progress Report -- Cost Reimbursement (Modified)

The Contractor shall furnish a combined monthly technical and financial progress report briefly stating the progress made, including the percentage of the project completed during the reporting period. If work is ordered using separate task orders, include the percentage of each order completed during the reporting period. Specific discussions shall include difficulties encountered and remedial action taken during the reporting period and anticipated activity during the subsequent reporting period.

(a) The report shall include contract financial information as follows:

- (1) Cumulative costs and direct labor hours expended from the effective date of the contract through the last day of the current reporting month. Include a cumulative incurred cost per direct labor hour average computation and compare the result to the cumulative average cost per direct labor hour derived from the estimated cost of the contract.
- (2) Cumulative costs and estimated costs by current Government fiscal year.
- (3) Actual costs and direct labor hours expended during the current reporting month.
- (4) Estimated costs and direct labor hours to be expended during the next reporting period.
- (5) Actual costs and direct labor hours incurred for each task order issued and estimates of costs and man hours required to complete each order.

(6) A graph using a vertical axis for dollars and a horizontal axis for time increments that shows the actual and projected rate of expenditures against the total estimated cost of the contract.

(b) This submission does not change the notification requirements of the "Limitation of Cost" or "Limitation of Funds" clauses requiring separate written notice to the Contracting Officer.

(c) The reports shall be submitted in the indicated number of copies to the following addressees on or before the 25th of each month following the first complete calendar month of the contract.

No. of Copies

Deliver To:

2

To be completed at time of contract award.

F938 Subcontracting Reports -- Small Business and Small Disadvantaged Business Concerns

(a) The Contractor shall submit a report for subcontracting under this particular contract and/or a summary report on subcontracts in all contracts between the Contractor and the Department of the Interior which contain subcontract goals for awards to small business and small disadvantaged business concerns. Reports will be prepared and submitted in accordance with the instructions on the reverse side of each below referenced form.

(b) Standard Form 294 is due on the 25th day following the close of the reporting period, unless the contract incorporates the Contractor's approved, annual company-wide or division-wide commercial product plan. Standard Form 295 is due 30 days after the close of the Government's fiscal year. These reports shall be delivered as follows:

<u>Form</u>	<u>Frequency</u>	<u>Distribution</u>
SF 294	Semi-annual (covering periods of 10/1-3/31 and 4/1-9/30 of each year)	Original & 1 copy to Contracting Officer
SF 295	Annual (covering period 10/1 - 9/30 each year)	Original to DOI-OSDBU Copy to Contracting Officer

(c) Contracting Officer copies should be sent to the address shown in the clause entitled Contract Administration Office. The mailing address is U.S. Department of the Interior, Office of Small and Disadvantaged Business Utilization (DOI-OSDBU), Room 2727, 1849 C Street, NW, Washington, DC 20240.

F980 Quarterly Personnel Report

(a) The Quarterly Personnel Report shall include, on a task order basis, the following items as well as a brief narrative summary:

- (1) The number of personnel as of the last day of the reporting period;
- (2) The number of terminations, new hires, and transfers by labor category;
- (3) Labor summary;
- (4) An accident experience report describing any on-the-job injuries which occurred during the reporting period; and
- (5) Cumulative costs and direct labor hours expended from the effective date of the contract/task order through the last day of the current quarter, reported at the 3rd level WBS.

(b) Period of Report

Due

First Quarter (March 1 through May 31)

June 15

Second Quarter (June 1 through August 31)

September 15

Third Quarter (September 1 through November 30)

December 15

Fourth Quarter (December 1 through February 28)

March 15

(c) Quarterly Personnel Reports shall be submitted as follows:

To be completed at time of contract award.

F984 Government Property

(a) The Government will furnish and maintain for use in the performance of the tasks under this contract, adequate office space, office furniture and equipment, computer equipment, telephone and service under the Federal Telecommunications System (FTS), operating supplies, documentation, computer time and other associated items as necessary in the Government's judgement for the technical performance of the tasks under this contract. Office furniture will include a desk or modular office unit work surface, a chair, adequate drawer and shelving space, and office supplies. Provisions for personal computers and access to shared computers will be made according to the technical requirements of a contract employee's position.

(b) Government furnished property to be provided over the life of the contract is valued at the following estimated amounts:

	Gov't Furnished Property	Computer Time
Base Year	To be determined	To be determined
Option Year 1	To be determined	To be determined
Option Year 2	To be determined	To be determined
Option Year 3	To be determined	To be determined
Option Year 4	To be determined	To be determined
TOTAL	To be determined	To be determined

--End of Section F--

to-time to work at the facilities of Cooperators, partnering Agencies, and universities to facilitate projects and activities.

C381 Scope of Contract

(a) The Contractor shall furnish personnel and services to support the operating functions of the USGS, National Mapping Program (NMP) as described in the Mission Description provided as Attachments A, B, and C. The core of NMP is described as the Geography Discipline of the USGS. Elements of the NMP also reside in the other USGS Disciplines and Headquarters activities as well. The scope of this contract is to satisfy geography needs of the USGS, regardless of organizational unit. The management and administration of tasks ordered under this contract will be performed by the Geography Discipline and the USGS acquisition activity in Reston, Virginia.

(b) The scope of this contract is described in Attachment A, B, and C. Attachment A contains the Statement of Work, organized by Contract Line Item Number (CLINs). Attachment B is the staffing levels required to support the work described in Attachment A. Attachment C is a summary of estimated Other Direct Costs (ODCs) associated with the work described in Attachment A.

(c) It is projected that over the life of the contract, NMP mission responsibilities will continue to increase and it is anticipated that during the same time, total contract staffing levels will also increase. During the life of the contract, positions and/or locations may be added and/or deleted when the Government deems such changes necessary. New NMP tasks may be added as needed (See Section H1497).

C382 Mandatory Requirements

NOTE: All offers submitted in response to this solicitation shall meet the following mandatory requirements. Proposals which do not meet the mandatory requirements listed below shall be rejected during evaluation of proposals in accordance with Section L2160.*

(a) The Contractor or subcontractor(s) shall have prior experience with the administration and operation of a sales office of technical data and assistance to public customers concerning inquiries about such data.

(b) The Contractor and all software engineering/software development subcontractor(s) shall have Capability Maturity Model® (CMM®) Level II Certification.**

(c) The Contractor and applicable subcontractor(s) shall have a Security Commercial and Government Entity (CAGE) Code(s).

* Note will not be included in resultant contract.

** Capability Maturity Model is a registered trademark of the Carnegie Mellon Software Engineering Institute.

- (d) The Contractor or the subcontractor(s) shall have warehousing and distribution of products and management of archival data and products experience.
- (e) The Contractor or the subcontractor(s) shall have system administration experience in UNIX and NT databases and Oracle database administration.
- (f) In addition to the mandatory requirements listed in (a-e) above, key personnel position descriptions also include mandatory qualification requirements which also shall be addressed and substantiated in the resumes submitted in response to this solicitation.

C383 Place of Performance

(a) Work under this contract shall be performed at USGS National Center in Reston, Virginia, at designated Mapping Centers, and at other designated locations. Representative facilities (not an inclusive list) are located at:

- (a) U.S. Geological Survey
National Mapping Program
12201 Sunrise Valley Drive
Reston, Virginia 20192
- (b) U.S. Geological Survey
Mid-Continent Mapping Center
1400 Independence Road
Rolla, Missouri 65401
- (3) U.S. Geological Survey
Rocky Mountain Mapping Center
Denver Federal Center
Lakewood, Colorado 94025
- (5) U.S. Geological Survey
Western Mapping Center
345 Middlefield Road
Menlo Park, CA 94025
- (6) Washington DC Earth Science Information Center
Department of the Interior Building
1849 C Street NW, Room 2650
Washington, DC 20240

(b) When authorized by the Contracting Officer's Representative (COR), Contractor employees shall be permitted to work at off-site locations such as libraries, universities, or other appropriate places for activities such as gathering information, performing analyses, and/or writing reports related to authorized USGS work activities. Such authorization shall be issued for each explicit task to be performed at an alternative

workplace. In addition, the COR may authorize Contractor employees to work temporarily at off-site locations for purposes of cooperating with USGS partners or cooperators, to meet project requirements. Off-site locations may include facilities or laboratories of the Federal agencies, international organizations, and universities.

C384 Substitution of Experience for Education Requirements

Unless specifically identified as a **Mandatory** Position Description education requirement, the Government reserves the right to substitute a position candidate's education qualifications with applicable experience, on a case by case basis.

--End of Section C--

National Mapping Program Tasks – Rolla, Missouri (WBS Series N200):

<u>CLIN</u>	<u>Task</u>	<u>Order Type</u>	<u>Qty.</u>	<u>Total Est. Cost*</u>
0200	Contract Management (as needed)	CPAF	1 job	\$-----
0201	Intentionally Blank	---	---	-----
0202	ESIC Rolla	CPFF	1 job	\$-----
0203	Help Desk Support	CPFF	1 job	\$-----
0204	Oracle Programming Support	CPFF	1 job	\$-----
0205	Software Engineering	CPAF	1 job	\$-----
0206	Geographic Information Systems Support	CPFF	1 job	\$-----
0207	Spatial Data Transfer Standard Support	CPFF	1 job	\$-----
0208	Imagery Exploitation	CPFF	1 job	\$-----

National Mapping Program Tasks – Denver, Colorado (WBS Series N300):

<u>CLIN</u>	<u>Task</u>	<u>Order Type</u>	<u>Qty.</u>	<u>Total Est. Cost*</u>
0300	Contract Management (as needed)	CPAF	1 job	\$-----
0301	Intentionally Blank	---	---	-----
0302	Product Delivery Services	CPIF	1 job	\$-----
0303	Help Desk Support	CPFF	1 job	\$-----
0304	Oracle Programming Support	CPFF	1 job	\$-----
0305	Software Engineering	CPAF	1 job	\$-----
0306	Geographic Information Systems Support	CPFF	1 job	\$-----
0307	Imagery Exploitation	CPFF	1 job	\$-----
0308	Data Entry	CPIF	1 job	\$-----
0309	Intentionally Blank	CPIF	---	\$-----
0310	SAF Security Support	CPFF	1 job	\$-----

National Mapping Program Tasks – Menlo Park, California (WBS Series N400):

<u>CLIN</u>	<u>Task</u>	<u>Order Type</u>	<u>Qty.</u>	<u>Total Est. Cost*</u>
0400	Contract Management (as needed)	CPAF	1 job	\$-----
0401	Intentionally Blank	---	---	-----
0402	Help Desk Support	CPFF	1 job	\$-----
0403	Geographic Information Systems Support	CPFF	1 job	\$-----

*Includes Estimated Costs and Fee.

National Mapping Program Tasks – Sioux Falls, SD (WBS Series N500):

In the event that National Mapping Program Tasks are required in Sioux Falls, SD, they would be under the WBS Series N500.

National Mapping Program Tasks – Eastern Region (WBS Series N600):

<u>CLIN</u>	<u>Task</u>	<u>Order Type</u>	<u>Qty.</u>	<u>Total Est. Cost*</u>
0600	Contract Management (as needed)	CPAF	1 job	\$-----
0601	Intentionally Blank	---	---	-----
0602	Gateway to Earth Support	CPFF	1 job	\$-----

National Mapping Program Tasks – Central Region (WBS Series N700):

In the event that National Mapping Program Tasks are required by the Central Region, they would be under the WBS Series N700.

National Mapping Program Tasks – Western Region (WBS Series N800):

In the event that National Mapping Program Tasks are required by the Western Region, they would be under the WBS Series N800.

National Mapping Program Tasks – Headquarters (WBS Series N900):

In the event that National Mapping Program Tasks are required by Headquarters, they would be under the WBS Series N900.

For purposes of this draft RFP CLINs only stated once. Final RFP will include CLIN's for all years.

--End of Section B--

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